

Barakat Interest Free Loan (BIFL)

Rules



1. Barakat Interest Free Loan (BIFL), is affiliated to The Australia's Ale-Yasin Community Inc. (herein Ale-Yasin) registered with the Australian Charities and Not-for-profits Commission (ACNC) and registered with Australian Business Register ABN No 70424302326.
 2. The purpose of BIFL is to provide short term and interest-free loans to individuals (members).
 3. Members of BIFL may deposit money and give authority to BIFL to lend it to other members. Members can request to withdraw their deposit, fully or partially, at any time by giving a notice to the BIFL committee.
 4. The BIFL committee consists of three (3) individuals which are appointed by the Ale-Yasin committee. The appointed committee members hold the office unless the Ale-Yasin committee advises otherwise.
 5. Responsibilities and Duties of the BIFL committee are as follows:
 - Provision and controlling of balance sheets and financial reports
 - Attend general committee meetings
 - Submission of reports to Ale-Yasin committee at two-month intervals
 - Propose amendments to the rules to Ale-Yasin committee
 - Submission of wind up request of the BIFL to Ale-Yasin committee
- 5.1 Committee members of the BIFL must familiarize themselves with these rules within one week of the appointment.
- 5.2 The Director of BIFL has the authority to act as the Signatory. The President may delegate the powers and duties to the Vice-President fully or partially.
- 5.3 No business may be conducted at the BIFL Committee meeting unless a quorum of two thirds of the Committee members is present. Any motion carried will be voted and declared as the Committee decision is based on the majority of votes received in favour of motion.
- 5.4 A Committee member may not hold the office if they do not reside in Australia.
6. The financial year of the BIFL is each period of 12 months ending on 30 June.
 7. All financial transactions including deposit, fund transfers etc. is carried out through the Ale-Yasin nominated bank account.
 8. The loan will be paid via a bank check or EFT.
 9. Membership rules:

To be a member of BIFL, the person must:

- Deposit a minimum of \$250 into the BIFL nominated bank account
- Live in the Melbourne Metropolitan area
- Be an Australian Citizen or hold a valid Australian visa

9.1 This deposit is not a fee nor a donation, and the member can request to withdraw it after paying off any outstanding loan.

9.2 The Membership does not take effect until it is approved in writing by the BIFL committee.

10. Loan Rules:

To be eligible to apply for a loan, the applicant must:

- Be a member of BIFL
- Have no loans from BIFL that is not fully paid off
- Not be a guarantor of another member who has not fully paid off the loan

10.1 The loan can be paid up to 4 times the member's deposit. For example if the member has \$250 in BIFL account, a loan up to \$1,000 may be payable.

10.2 Maximum loan payable is \$4,000. For example if the member deposited \$1,000, a loan of up to \$4,000 may be payable. If the member deposited \$2,000, a loan of \$4,000 may be payable.

10.3 The applicant must send the loan application through the form provided by BIFL. Subject to approval by BIFL committee, it will be entered the queue.

10.4 The member applying for a loan must have guarantor/s.

11. Guarantor rules:

The guarantor must:

- Be a member of BIFL (i.e. has a minimum deposit of \$250)
- Be employed and receive income, subject to approval by BIFL
- Not have an outstanding loan with BIFL

11.1 A member can be a guarantor for one person only at any one time.

11.2 For loans of up to \$2,000, one guarantor and for loans of over \$2,000, two guarantors are required.

12. The successful applications are granted on a first-in-first-served basis. However, BIFL can provide Emergency Relief Loan with priority to the eligible members. Conditions of the Emergency Relief loan are outlined in article (16).

13. The loan must be fully paid off within 6 months in 6 equal instalments from the date of advancing the sum.

13.1 BIFL does not own the money and is only a custodian of the funds, therefore, no payment extension can be granted.

13.2 If any instalment is not received by due date, a notice will be sent to the borrower. If the borrower fails to pay the instalment within the timeline outlined in the notice, the borrower will be in default and further legal actions will be taken by the BIFL according to the terms and conditions of the agreement.

13.3 Eligible Emergency Relief Loans approved by BIFL committee, may extend the first repayment for up to 3 months.

14. BIFL can only grant a loan if it has funds, therefore, loans are not guaranteed.

15. All approved loans will be paid on the 15th of each month to the borrower's bank account. The instalments must be paid back by 12th of each month.

16. Emergency Relief Loan Rules:

To be eligible for the Emergency Relief Loan, the applicant who is already a member of BIFL must either:

- be a student or hold a temporary visa and not be eligible for any government financial aids.
- has lost his/her job
- have financial difficulties caused by unprecedented events, not covered by insurance, etc.
- be a new migrant, looking for a job.

16.1 There is no guarantee for receiving the Emergency Relief Loan and the eligibility is subject to approval by the BIFL committee.

17. Withdrawal Rules:

To withdraw the deposit (fully or partially), the member must send the request to BIFL. Providing there is no outstanding payment payable by the member, the member's deposit will be paid back within one month subject to availability of funds.

18. Winding up and Cancellation:

In case the BIFL is obligated to be wound up, the BIFL committee would:

- cease any new loan applications

- refund all remaining deposits to members
- finalize checks and balances of all outstanding loan repayments
- provide a report to Ale-Yasin com

19. This Set of Rules has been developed in nineteen (19) clauses. However, it may only be altered by a special resolution of a general meeting held by the Aleyasin committee. Upon approval of any alteration, the BIFL board may be notified immediately.