

## SHORT TERM PAYBILL REQUIREMENTS;

Purpose	Requirements
<b>Medical fund</b>	<ol style="list-style-type: none"> <li>1. Duly filled and signed Short term pay bill Application form stating purpose and duration.(Provided from Safaricom)</li> <li>2. Signed Terms and Conditions .(Provided from Safaricom)</li> <li>3. Copy of ID/Passport/Alien /Military card of the applicant</li> <li>4. Certified supporting documents from the Hospital / Doctor treating the patient which should confirm the need for the collection e.g. reference to an operation/required treatment (on the institution’s letter head, stamped and signed by authorized personnel)</li> <li>5. If applying on behalf of the beneficiary;               <ol style="list-style-type: none"> <li>a. If a minor: the parents/guardian of the child should apply and a copy of the child’s birth certificate should be attached to the rest of the documents as listed above.</li> <li>b. If the person is incapacitated: certified copies of IDs for the applicant will be required</li> </ol> </li> <li>6. Letter from the bank /cancelled cheque stating the bank details</li> <li>7. Registered Safaricom line for settlement of funds (number to be indicated in the application form).</li> </ol>
<b>Education Fund</b>	<ol style="list-style-type: none"> <li>1. Duly filled and signed Short term pay bill Application form stating purpose and duration. .(Provided from Safaricom)</li> <li>2. Signed Terms and Conditions .(Provided from Safaricom)</li> <li>3. Copy of ID /Passport/Alien /Military card of the applicant.</li> <li>4. Certified Admission letter and fee structure(Either stamped or on institution letter head)</li> <li>5. If applying on behalf of the beneficiary;               <ol style="list-style-type: none"> <li>a. If a minor: the parents/guardian of the child should apply and attach a copy of the child’s birth certificate</li> </ol> </li> <li>6. Letter from Bank or cancelled cheque confirming bank details</li> <li>7. Registered Safaricom line for settlement of funds (number to be indicated in the application form).</li> </ol>
<b>Funeral Fund</b>	<ol style="list-style-type: none"> <li>1. Duly filled and signed Short term pay bill Application form stating purpose and duration. .(Provided from Safaricom)</li> <li>2. Signed Terms and Conditions .(Provided from Safaricom)</li> <li>3. A covering letter/email stating the purpose of the account</li> <li>4. Applicants copy of ID/ Passport/Alien /Military card</li> <li>5. Copy of burial permit or copy of death notification</li> <li>6. Letter from the bank /cancelled cheque stating the bank details</li> <li>7. Registered Safaricom line for settlement of funds (number to be indicated in the application form).</li> </ol>
<b>Wedding Fund</b>	<ol style="list-style-type: none"> <li>1. Duly filled and signed Short term pay bill Application form stating purpose and duration. .(Provided from Safaricom)</li> <li>2. Signed Terms and Conditions .(Provided from Safaricom)</li> <li>3. Letter from the institution that is to wed the couple stating the duration</li> <li>4. Copies of ID / Passport/Alien /Military card for the couple</li> <li>5. Letter from the bank /cancelled cheque stating the bank details</li> <li>6. Registered Safaricom line for settlement of funds (number to be indicated in the application form).</li> </ol>

<p><b>Charity/ catastrophe/NGO/RELIGIOUS /Fund Raising</b></p>	<ol style="list-style-type: none"> <li>1. Duly filled and signed Short term pay bill Application form stating purpose and duration. .(Provided from Safaricom)</li> <li>2. Signed Terms and Conditions .(Provided from Safaricom)</li> <li>3. A covering letter from the committee stating the purpose of the Paybill and the Bank A/C details should be stated in the letter. At least two Committee officials to sign the letter</li> <li>4. Letter from the bank /cancelled cheque stating the bank details</li> <li>5. Registered Safaricom line for settlement of funds (number to be indicated in the application form).</li> </ol>
<p><b>Political Parties – Handled only at Merchant Payments</b></p>	<ol style="list-style-type: none"> <li>1. Duly filled and signed Short term pay bill Application form stating purpose and duration. .(Provided from Safaricom)</li> <li>2. Signed Terms and Conditions .(Provided from Safaricom)</li> <li>3. Letter Justifying the need of the account</li> <li>4. Certificate of Registration</li> <li>5. Tariff charge(customer Pay )</li> <li>6. Registered Safaricom line for settlement of funds (number to be indicated in the application form).</li> <li>7. Political approval sign off (To be done from Safaricom)</li> </ol>