CORE CONCEPT

Loan Documentation and Credit Administration: Facility Agreements, Security and Covenants

29 March – 2 April 2027
Barcelona - Eixample district four-star

Loan Documentation and Credit Administration: Facility Agreements, Security and Covenants

Ref: 116_9677 **Date:** 29 March – 2 April 2027 **Location:** Barcelona - Eixample district four-star **Fees:** 23500 SAR

Introduction:

Loan facilities cause losses and disputes after approval when conditions precedent are waived informally, security is left unperfected, covenant certificates go unchecked and original documents cannot be found. This Core Concept course builds loan documentation and credit administration skills for the staff who negotiate, check and administer facilities: reading term sheets and facility agreements, verifying conditions precedent before drawdown, reviewing security and guarantees, monitoring covenants and processing waivers and amendments. Participants leave with a Facility Documentation Review Pack and a Covenant Monitoring Tracker built on bilateral, syndicated and murabaha case files.

Course Objectives:

- Distinguish term sheet and facility agreement provisions and confirm that approved credit terms are carried accurately into the executed loan documentation
- Analyse facility agreement clauses on conditions precedent, representations, covenants, events of default and boilerplate to find gaps and weak lender protections
- Verify conditions precedent, security documents, guarantees and perfection steps before authorising a drawdown
- Explain syndicated loan roles and the structure of murabaha and ijara facility documents at overview level
- Monitor financial and information covenants and process waiver and amendment requests with the correct consents and documents
- Operate credit administration controls for limit loading, document custody and exception reporting

Target Audience:

- Staff responsible for credit administration, facility set-up and drawdown processing
- Staff who prepare, check and hold loan and security documentation
- Relationship and credit staff who negotiate term sheets and facility terms with borrowers
- Legal and documentation staff who review facility agreements and security packages
- Loan agency and syndication operations staff who handle lender notices and consents
- Corporate treasury and finance staff who manage borrowing facilities and covenant reporting

Course Outline:

Day 1: Loan Documentation Foundations and the Credit Administration Function

- Loan Documentation Lifecycle Map: Mandate, Term Sheet, Facility Agreement, Drawdown and Discharge
- Term Sheet Versus Facility Agreement: Binding and Non-Binding Provisions
- Bilateral and Syndicated Facility Types: Term Loan, Revolving Credit and Guarantee Lines
- Credit Approval Terms to Documentation Hand-Off Checklist
- Credit Administration Unit Current-State Control Assessment

Day 2: Facility Agreement Structure and Market Documentation Templates

- Facility Agreement Clause Map: Purpose, Utilisation, Repayment, Interest and Fees
- Representations and Warranties: Initial, Repeating and Qualified Statements
- Financial, Information and General Covenants Including the Negative Pledge
- Events of Default, Acceleration Remedies and Boilerplate: Governing Law, Set-Off and Notices
- LMA Corporate Lending Facility Agreement and Term Sheet Templates: Syndicated and Bilateral Versions

Day 3: Conditions Precedent, Security Documents and Drawdown

- Conditions Precedent and Conditions Subsequent Checklist Verification
- Security Package Review: Mortgages, Pledges, Receivables Assignments and Account Charges
- Guarantee and Indemnity Documents: Scope, Caps and Enforceability Checks
- Security Perfection, Registration and Legal Opinion Tracker
- Utilisation Request Processing, Drawdown Authorisation and Limit Loading

Day 4: Syndicated and Islamic Facilities, Covenant Monitoring and Custody Controls

- Syndicated Loan Roles: Arranger, Agent and Security Trustee Duties, Majority Voting and Pro-Rata Sharing
- Murabaha and Ijara Facility Documents: Purchase Promise, Agency, Sale and Lease Agreements
- Compliance Certificate Review and Financial Covenant Testing Calendar
- Waiver and Amendment Requests: Consent Levels, Conditions and Amendment Letters
- Document Custody Controls: Vault Register, Maker-Checker Release and Exception Reporting

Day 5: Case Work: Facility Documentation Review Pack and Covenant Monitoring Tracker

- Bilateral Term Loan Case File: Term Sheet to Facility Agreement Gap Review
- Syndicated Revolving Facility Case File: Conditions Precedent and Drawdown Exercise
- Commodity Murabaha Case File: Document Sequence and Custody Check
- Covenant Breach Scenario: Waiver Request Assessment and Amendment Letter Preparation
- Facility Documentation Review Pack and Covenant Monitoring Tracker Presentation and Peer Challenge

Skills You Will Gain:

- Facility Agreement Analysis
- Conditions Precedent Verification
- Security Perfection Tracking
- Drawdown Control
- Covenant Monitoring
- Waiver and Amendment Processing
- Document Custody Management
- Islamic Facility Documentation Review

Why Attend This Course:

- Leave with a Facility Documentation Review Pack and Covenant Monitoring Tracker built on bilateral, syndicated and murabaha case files
- Catch missing conditions precedent, unperfected security and mismatched terms before funds leave the lender
- Answer borrower and lender questions on consents, waivers and amendments with the relevant clause and threshold at hand
- Compare documentation and custody practice with peers from banks, finance companies and corporate treasury teams

Conclusion:

Loan documentation protects a lender only when every clause is understood, every condition is met before drawdown and every covenant is tested on time. Across five days, participants move from the documentation lifecycle and term sheets, through facility agreement structure and market templates, to conditions precedent, security, guarantees and drawdown, and then to syndicated and Islamic facilities, covenant monitoring, waivers, amendments and custody controls. The final day applies these methods to case files and produces a Facility Documentation Review Pack and Covenant Monitoring Tracker for each participant's credit administration function.