

New Application

Additional Loan Renewal Restructuring

In case of loan renewal or restructuring, are there any updates from previous submission? Yes No (If yes, kindly provide details) No (If yes, kindly provide details)

BUSINESS LOAN APPLICATION FORM											
Coc	operativ						<b>Corpor</b>		Cor	porati	on
(Please mark the appropriate boxes and indicate N/A if not applicable) A. BUSINESS INFORMATION											
Registered Business Nam	<b>e</b> (Trade Nai	me) <b>:</b>									
Principal Business Addres			#. Stre	eet. Subdivision/Ba	ranaav/Di	strict	Municipality	/City_Province	Zin C	ode)	
	<b>(</b> ()))))))))))))))))))))))))))))))))))	allalig) House	<i>",</i> su	<i>cet, Subattision, D</i> a	runguy/be	50,000	, i numerputty	, etty, i rovaree,	2.0 0	ouc)	
Website/social media (Business):											
Business address ownership:		d (unencumbered) Years the Business has been in operation: years Number of subs									
Nature of Business (Based on PSIC reference):     Please specify business activity:											
Business regis (Check all that		D	ate of	f Business Regis (mm/dd/yyyy)	stration	Ехрі	iry Date of (mm/dd	-		Registration Number	
CDA											
DTI									<u> </u>		
SEC BIR											
Barangay/Mayor's Pern	nit										
Others (Please specify): _											
Indicate whether the business: <sup>1</sup>	ls	at least 20%	own	ority) owned by ed by female/s; / ectors composec	AND (i) h	as at			00/	President,	/Vice President;
Firm Size <sup>2</sup> (Total assets exclu											
Micro (not more than				nall (Php3,000,00				Medium (I	· ·		
Annual Sales or Revenue Php	:	Numbe		<b>mployees:</b> (Pleas Full-time:				es and/or direction Part-time/Con			
B. CONTACT INFORM	ATION <sup>4</sup>										
Authorized Representation	ve 1:									Governn	nent ID:
(First Name)		(Middle	10		•	Nam		(Suffix, if applie	cable)		
Date of Birth (mm/dd/yyyy)	Mobile N	umber:	La	Landline No. (Area Code, Number) Email Addres			ress:			Male Female	
Authorized Representativ	ve 2:									Governn	nent ID:
(First Name)		(Middle		,	(Last			(Suffix, if applic	able)		· · · · ·
Date of Birth (mm/dd/yyyy)	Mobile N	umber:	La	andline No. (Area	Code, Num	ber)	Email Add	ress:		Sex:	Male Female
Top Trade References: (us	e additional	sheet if neces	sary)			<u>I</u>				<u>_</u>	-
Name of Top Supplier				rvices Rendered	l c	Conta	act Person			Contact N	Number
Name of Top Custome	ers Goo	ods Purcha	ed/S	ervices Availed	<b>C</b>	Conta	act Person		Contact Number		
C. LOAN APPLICATIO			a k = 1	Dhn				<b>T</b>		month	
									month		
Proposed frequency of       Weekly       Monthly       Quarterly       Annually       Lump sum       Others (Please specify):         repayment <sup>5</sup> :											
Loan Credit Line Facility: Term Loan Others (Please s	Pur	Loan       Working capital (including receivables and inventory financing)       Business expansion         Purpose:       Construction/Development of real estate       Purchase of equipment/motor vehic         Acquisition of real estate       Purchase of biological asset         Loan       Loan       Others (Please specify):							al asset		
Type of Unsecured Loa				e mark appropria							
Loan: Secured Loan			-	l estate (e.g., land,	buildings)						
			-	vable property:							
			-	ther claims to payı ., warehouse recei		adino		ntellectual Prop quipment	perty	Others (	(Please specify):
			-	deposits, tradable se		-		nventory			
	Loan backed by third party credit guarantee/continuing suretyship										

<sup>4</sup> Additional borrower information such as but not limited to the following may be obtained using a separate sheet/form: co-borrower, dependents, questionnaire on politically exposed person (PEP) and Foreign Account Tax Compliance Act (FATCA) <sup>5</sup> As may be applicable

<sup>&</sup>lt;sup>1</sup> This information will solely be used to monitor information on business ownership/management in the country. Responses in this part will not affect the assessment and approval of your loan application. <sup>2</sup> Subject to bank verification

<sup>&</sup>lt;sup>3</sup> The size the firm is being collected for the BSP's monitoring purposes

D. FINANCIAL INFO	ORMAT	ION									
Source of Funds for		Revenue	Savings	and/or Investment							
Repayment of Loans:		Asset Sa	-								
Existing Deposit and		v Accou			palance us	e additiond	al sheet if necess	sarv)			
Name of Financia		., , , , , , , , , , , , , , , , , , ,				Year					
Institution	•		Type of Ac	count		Opened	Type of A	Type of Account Ownership			
		Savings	Checking E-walle	t Others (Please s	necify)		Personal	Business/Merchant			
		carnigo			peeqy						
		Savings	Checking E-walle	t Others (Please s	pecify)		Personal	Business/Merchant			
		Savings	Checking E-walle	et Others (Please s	pecify)		Personal	Business/Merchant			
Existing Loans (please	indicate to	op 3 in terr	ms of loan amount, use add	litional sheet if necessa	ry)						
Name of Financial	Loana	mount	Date Granted	Maturity Date		tanding		<b>laterals offered</b> ble, indicate if real estate,			
Institution	LUan a	mount	(mm/yyyy)	(mm/yyyy)	Ba	lance		vable property, etc.)			
Existing Credit Cards	(nlease ii	ndicate ton	3 in terms of credit limit	use additional sheet if i	necessary)						
Name of Finance			Credit Limit	Outstandin		<b>.</b>	Type	of Ownership			
Institution	.141		Credit Linit	Outstanum	у Батап		Type c	ownersnip			
Institution							Porconal	Businoss			
								ersonal Business ersonal Business			
								Personal Business			
E. UNDERTAKING/D							Personal Dusiness				
I/We hereby confirm that all			esting desuments provided	harain are true accurat		lata and la	(we agree to not	if the financial institution			
of any changes in any of the i											
are found to be materially in				,		,	5				
I/We authorize the financial i I/We understand and agree t							institution				
I/We hereby agree that this a			5					·			
F. DATA PRIVACY CO	NSENT										
In compliance with the requ	irements c	of the Data	Privacy Act (DPA), I/we here	eby authorize and give m	ny/our cons	sent to		on the general use			
and sharing of information			· · ·	, 3	ationship v	with it. Pe	rsonal informatio	on and sensitive personal			
information <sup>6</sup> may be collecte a. for legitimate bank-re				e bank:							
<li>b. to implement transac</li>	tions which	h the borro	wer requests, allows, or auth and its reporting obligation	norizes; s to government authori	ties under	annlicable	laws: and				
d. to offer and provide r	new or rela	ted produc	ts and services of the bank,	its affiliates and subsidia	ries throug	h mail, ema	ail, SMS or other				
I/We confirm that I/we am/a personal information, or wit											
I/We understand that this c											
whichever comes later.						· • · ·					
	I/We further warrant that, prior to submitting to the financial institution any information (including personal information) of an individual; I/we have obtained all necessary authorizations and consents as may be required by applicable confidentiality and data privacy laws or agreement to enable the bank to process such										
information.			. ,	, , ,		5		·			
I/We understand that should I/we wish to access, update, dispute, block, or correct certain information, or withdraw consent to the use of any of the information provided herein, subject to the rights and limitations under the DPA, I/we may communicate with the's Data Protection Officer at											
			aints with, and/or seek assis				S D	ala Protection Officer at			
I/We understand that my/our											
Corporation (CIC) pursuant to my/our basic credit data may											
establishing my/our creditwo			other renders authorized by	the cic, and other repor	ting agent	ies duly act		ic, for the purpose of			
I/We understand and agree t	nat additio	•				e financial	institution.				
I/We have read and understo	od and cor	nsent to be	bound by all the terms and	conditions stated above							

# Signature above Printed Name and Designation of Authorized Signatories

Date

Third party credit guarantor and/or security grantor (i.e., a person or entity who grants a security interest in collateral to secure the obligation of the borrower)

Printed Name	Affiliation	Relationship with Borrower	Contact Information (address, contact number)
1.			
2.			
3.			

<sup>&</sup>lt;sup>6</sup> Name, address, gender, age, marital status, contact details, birthday, SSS/GSIS, TIN, education, employment or financial or medical information, spouse details, preferences, behavior, and other information classified as "personal data", "personal information", or "sensitive personal information" under the DPA, and those of the Borrower's authorized representative/s, as well as accounts, transactions, and communications.

#### CHECKLIST OF SUPPORTING DOCUMENTS

The checklist enumerates the types of supporting documents that the borrower may present to facilitate the financial institution's evaluation of the loan application. Borrowers are <u>not</u> expected to provide all the listed documents but only those that are applicable.

After the initial loan application screening, additional information (using separate sheet or form) may be requested to further evaluate the loan application and the security being offered. The financial institution may also require additional documents, as deemed necessary.

For the financial institution to better consider the application, additional post-approval documents not specified in the list may be required, as applicable.

Basic Documents	Supporting documents for secured loan				
Filled-out and signed application form	Security Documents (Please check applicable item/s)				
Clear copy of one (1) valid government- issued ID of authorized representative, if applicable	Photocopy of Transfer Certificate of Title (TCT)/ Condominium Certificate of Title (CCT) Photocopy of Tax Declaration (for land and				
Board/Partnership Resolution or Secretary's	improvement)				
Certificate authorizing the loan and	Location/Vicinity Map				
indicating the authorized person/s to	Land Transportation Office (LTO) Official Receipt (OR)/				
transact with the bank and sign relevant	Certificate of Registration (CR) or Deed of Sale of				
documents	Motor Vehicle				
Special Power of Attorney, if applicable	Reservation Agreement or Contract to Sell or Statement				
Certificate of Registration with Farmers and	of Account (for Deed of Assignment (DOA) accour				
Fisherfolk Enterprise Development Information System (FFEDIS)	only)				
Proof of Business Registration and Supporting Documents: (Please check applicable item/s)	If secured by a Continuing Suretyship: Basic Documents (as enumerated in this form) of the Surety Income Documents (as enumerated in this form) of the				
Cooperative Certificate of Registration with Cooperative	Surety				
Development Authority (CDA)	If construction loan				
Certificate of Compliance, if applicable	Building/Floor plan of proposed improvement				
List of elected officers	Bill of materials				
Partnership	Specification of proposed finishes				
Certificate of Registration with Securities	Building permit				
and Exchange Commission (SEC) Articles of Partnership	Others				
Corporation/One-person Corporation	Appraisal fee				
Certificate of Registration with SEC General Information Sheet (GIS), if	Additional security documents (Please specify):				
applicable Latest amended Articles of Incorporation					
and By-Laws	Post-approval requirements for real estate collateral-backed loans (Please check applicable item/s)				
	Original owner's copy of TCT/CCT				
Income Documents (Please check applicable item/s)	Original Tax Clearance				
Photocopy of Audited Financial Statements for the past 3 years with latest Income Tax	Certified true copy of latest Tax Declaration				
Return (ITR) or Photocopy of in-house	Insurance policy/ies (for properties with improvements)				
financial statements or pre-operating	Master Deed of Declaration (for condominium only)				
financial statements	Photocopy of latest full year Real Estate Tax Receipt				
Bank statements or photocopy of passbook	(RETR)				
for the past 6 months	Price quotation of the property (for property				
Business background/Company profile	acquisition)				
Proof of other income, <i>if any</i>	Affidavit of Consent to Mortgage Family Home Others (please specify):				
Other Supporting Documents					
Billing statement of utilities for the past 3	Other post-approval requirements				
months Statement of Account from surrent lander	Certificate of Ownership for movable property ( <i>e.g.</i> ,				
Statement of Account from current lender	motor vehicles, etc.)				
and official receipts for the past 3 months (if loan purpose is refinancing/loan takeout)					
Others (please specify):					

#### FOR BANK REFERENCE ONLY

#### PHILIPPINE STANDARD INDUSTRIAL CLASSIFICATION (PSIC)

- A Agriculture, Forestry & Fishing
- B Mining and Quarrying
- C Manufacturing
- D Electricity, Gas Steam and Air-conditioning Supply
- E Water Supply, Sewerage, Waste Management and Remediation Activities
- F Construction
- G Wholesale & Retail Trade; Repair of Motor Vehicles & Motorcycles
- H Transportation & Storage
- I Accommodation & Food Services Activities
- J Information & Communication
- K Financial & Insurance Activities
- L Real Estate Activities
- M Professional, Scientific & Technical Activities
- N Administrative & Support Service Activities
- O Public Administration & Defense; Compulsory Social Security
- P Education
- Q Human Health & Social Work Activities
- R Arts, Entertainment and Recreation
- S Other Service Activities
- T Activities of Household as Employers; Undifferentiated Goods- and- Services- Producing Activities of Households for Own Use
- U Activities of Extraterritorial Organizations and Bodies



In case of loan renewal or restructuring, are there any updates from previous submission? □ Yes □No (If yes, kindly provide details)

							Submissio		ny provide dela	(15)	
BUSINESS LOAN APPLICATION FORM											
🗆 Individual 🗆 Sole-Proprietorship											
				N/A if not applicable	<i>?)</i>						
A. BO	RROWER AND	BUSINES	SS INF	ORMATION <sup>1</sup>							
Name of Bo	rrower:										
	(First Name)			(Middle Name)				(Last Name)		(Cuffix if applicable)	
Civil Status:	(First Name)	□ Widow	(Middle Name) (Last Name) //er Date of Birth:(mm/dd/yyyy) Place of Birth: (Munici						h, Drovin	(Suffix, if applicable) ce) <b>Sex:</b> □ Male	
civii Status.	□ Single □ Married				(uu/yyyy)		ace of bir		ly, Provin	$\Box$ Female	
			eu								
	□ Separated				C	tizenship:					
Name of Spo	ouse:								Date	of Birth: (mm/dd/yyyy)	
· · · · · ·	st Name)		dle Nam	,	(Last No			(Suffix, if applicable)			
	division/ Barangay/ Dis		ome		Owned (unencumb		□ Rented				
Municipality/ C	ity, Province, Zip Cod	e)				ddres wner:		Owned (mortgage	d)	Living with relatives	
								n Location:	years		
Landling No.	(Area Code, Number,	) <b>.</b>				ingu	l or stay i		_ years		
(	)-	/ <b>·</b>		Mobile No.:				Email Address:			
	/				C	Othei	r Governn	nent-issued ID (Pl	ease spec	:ifv tvpe/number):	
TIN:		PhilSys:						·	,		
Mother's Ma	iden Name:				I						
· · · ·	First Name)			(Middle Name)				(Last Name)		(Suffix, if applicable)	
Registered B	usiness Name (Tra	de Name):									
		it #, Building/	' House #,	Street, Subdivision/ Baran	ngay/ Distric	ct,	Business a	address ownershi		ears the Business has	
	, Province, Zip code) o Home Address?	Yes No	(If no ki	ndly provide the details	-)			d (unencumbered	)	been in operation:	
	o nome Address:	ies no	(1] 110, KI	naty provide the details	<i>)</i> /		Owne Rente	d (mortgaged) d	L-	years Number of branches:	
							Kente	u	ľ	vulliber of branches.	
M/abaita/aaai					dicato vi	hath		siness has: <sup>2</sup>			
vvebsite/soci	ial media (Business)				Female			Silless flas.			
								or operations/adm	inistrativ	ve services	
Nature of Bu	<b>isiness</b> (Based on PSI	C reference,	):				Please sp	pecify business a	ctivity:		
В	usiness registratio	on	Da	ate of Business Reg	istration	ι Εχμ	oiry Date	of Registration	Registration Number		
	(Check all that apply)			(mm/dd/yyyy)			(mm/	dd/yyyy)	Reg		
DTI BIR						_					
	Mayor's Permit										
	ase specify):										
			n which t	he business entity's offi			juipment ar		0 - 1 - 0	00 001 to 100 4	
	(not more than Ph	p 3IVI)		Small (Php3,000,001						00,001 to 100M)	
	or Revenue:		Num		Please ind	licate	all paid em	-	-	ed in business operations)	
Php				Full-time:				Part-time/Cor	ntractual	, •	
Top Trade Re	eferences (use addite	ional sheet i			•				1		
Nam	e of Top Suppliers	5	G	oods Supplied/ Serv Rendered	vices		Cont	act Person	Contact Number		
				Kendered							
Name	e of Top Customer	's	Goods	Purchased/Service	es Availeo	d	Cont	act Person		Contact Number	
			<b>B F F F F</b>								
	AN APPLICATIO										
	int applied for (s	-						Tenor:		onths	
Proposed fre	equency of repayn	nent <sup>5</sup> :	Week	ly Monthly Qi	uarterly	A	nnually	Lump sum Oth	ers (Plea	se specify):	
Loan	Credit Line	Loan		Working capital (inc				-	ess expa		
Facility:	Term Loan	Purp	ose:	Construction/Deve	•	t of re	eal estate			quipment/motor vehicles	
	Others (Please specify	/):	Acquisition of real estate Purchase of biological asset								
				I Oan takeout/refin	ancing			()thar	C (Dloaco c	nacity)*	

<sup>&</sup>lt;sup>1</sup> Additional borrower information such as but not limited to the following may be obtained using a separate sheet/form: co-borrower, dependents, questionnaire on politically exposed person (PEP) and Foreign Account Tax Compliance Act (FATCA) <sup>2</sup> This information will solely be used to monitor information on business ownership/management in the country. Responses in this part will not affect the assessment and approval of your loan application. <sup>3</sup> Subject to bank verification

<sup>&</sup>lt;sup>4</sup> The size of the firm is being collected for the BSP's monitoring purposes.

 $<sup>^{\</sup>rm 5}$  As may be applicable

Type of	Unsecured Loan	ed Loan If secured, collateral/s and/or surety/ies offered:								
Loan:	Secured Loan	Loan secured by real estate (e.g., land, building)								
			an secured by movable Receivables & any oth Title documents (e.g., Financial assets (e.g.,	ner claims warehous	to payment e receipt, bi	Intellectual Pr Equipment Inventory	operty	Otl	hers (Please specify):	
	company shares)           Loan backed by third party credit guarantee/continuing suretyship									
C. FI	NANCIAL INFOR						<u>,</u>			
Source of Repaymen Loans:	t of As	evenue set Sal	le and/or Investmer	at.	9	nheritance Salary/Allowance Others <i>(Please speci</i> j	f <sub>V</sub> ).			
								ditionals	theat if r	accessary).
	Existing Deposit and E-money Accounts (please indicate top 3 in terms of outstanding balance size, use additional sheet if necessary):         Name of Financial       Year       Type of Account       Year         Indicate top 3 in terms of outstanding balance size, use additional sheet if necessary):       Type of Account       Type of Account									
Ins	stitution						Opened			
		Savi			wallet	Others (Please specify				Business/ Merchant Business/Merchant
		Savi Savi			wallet wallet	Others (Please specify Others (Please specify			ional	Business/Merchant
				-						
Existing Lo	<b>Dans</b> (please indicate	top 3 ir	n terms of loan amo	ount, use	additional	sheet if necessary):			<u> </u>	a fa sa la sa ffa sa d
Name of	Financial Institut	ion	Loan amount		Granted	Maturity Date (mm/yyyy)	Outstandin Balance	g (If	applicab	<b>aterals offered</b> le, indicate if real estate, able property, etc.)
	redit Cards (please		1		1					
Name of	Financial Institut	ion	Credit Lin	nit	Outsta	nding Balance		Type of		
							Personal Personal		· · · · ·	isiness Isiness
							Personal	Personal Business		
	IDERTAKING/DI									
any changes in are found to b I/We authorize I/We understand	n any of the information e materially inaccurate. e the financial institutio l and agree that additiona	n supplie n to obt l underta	ed. The financial ins ain relevant informa king/declaration, not s	titution c tion as it tated in th	an withdrav may requir iis form, may	w or cancel any loan a re concerning this appl v be required by the fina	oproval if any majo lication. ncial institution.	or informa	ation and	he financial institution of I supporting documents
	TA PRIVACY CON			s (BSP circ	ulars, rules a	and regulations) and polic	ies of <u>New Rural Ban</u>	k of San Le	onardo (N	I.E.), Inc.
In compliance w and sharing of ii information <sup>6</sup> may a. for b. to ii c. to c d. to o communication	ith the requirements of th nformation obtained in the y be collected, processed, legitimate bank-related mplement transactions comply with the bank's i offer and provide new o n.	e Data P e course stored, u l purpos which th internal r relatec	rivacy Act (DPA), I/we of any transaction/s pi pdated, or disclosed b es and requests; re borrower request policies and its repo d products and servi	ursuant to y the bank s, allows, orting obl ces of the	my banking or authoriz igations to bank, its a	relationship with it. Per es; government authoritie affiliates and subsidiar	sonal information an es under applicable ies through mail, e	d sensitive e laws; an email, SMS	e personal d S or othe	r means of
personal informa I/We understand whichever com I/We further w	ation, or withdraw my/our I that this consent shall co	consent ontinue to omitting	to the use of any info be in effect for <u>five (</u> to the financial inst	rmation pr <u>5)</u> years or itution ar	ovided herei r until expira ny informat	n, subject to the rights a tion of the records reten ion (including persona	nd limitations under tion limits set by app l information) of a	the DPA. plicable ba	nking laws ual; I/we	have obtained all
provided herein, dataprotection@ I/We understar Corporation (C my/our basic c establishing m I/We understar	I that should I/we wish to subject to the rights and <u>inrbsl.com, and</u> may lodge and that my/our basic cri- CIC) pursuant to R.A. 911 credit data may thus be y/our creditworthiness. and and agree that addit d and understood and c	limitation complain edit data 50 and i shared ional da	is under the DPA, I/we nts with, and/or seek a a, as well as any reg ts Implementing Rul with other lenders a ita privacy provision	e may com assistance f ular upda es and Re uthorized s, not sta	municate wi from the Nat tes or corre gulations f I by the CIC ted in this f	th the <u>New Rural Bank of</u> cional Privacy Commission actions thereof, are ma for consolidation and c c, and other reporting form, may be required	San Leonardo (N.E.), n. Indated to be subr disclosure as may b agencies duly accr	nitted to be author edited by	Protection the Cred ized by t the CIC,	n Officer at it Information he CIC. Consequently,
5	Signature above Printed Name of BorrowerDateSignature above Printed Name of Co-Borrower/SpouseDate									
Third par	rty credit guarantor an	d/or se	curity grantor <i>(i.e., a</i>	person or	entity who	grants a security interest	in collateral to secur	e the oblig	ation of t	he borrower)
	Printed Name		Affilia	ition		Relationship witl	h Borrower	r Contact Inform		
1.										
2.										
3.										

<sup>&</sup>lt;sup>6</sup> Name, address, gender, age, marital status, contact details, birthday, SSS/GSIS, TIN, education, employment or financial or medical information, spouse details, preferences, behavior, and other information classified as "personal data", "personal information", or "sensitive personal information" under the DPA, and those of the Borrower's authorized representative/s, as well as accounts, transactions, and communications. **Classification: GENERAL** 

### CHECKLIST OF SUPPORTING DOCUMENTS

The checklist enumerates the types of supporting documents that the borrower may present to facilitate the financial institution's evaluation of the loan application. Borrowers are <u>not</u> expected to provide all the listed documents but only those that are applicable to the loan application.

After the initial loan application screening, additional information (using separate sheet or form) may be requested to further evaluate the loan application and the security being offered. The financial institution may also require additional documents, as deemed necessary.

For the financial institution to better consider the application, additional post-approval documents not specified in the list may be required, as applicable.

required, as applicable.	
Basic Documents	Security Documents (Please check applicable item/s)
Filled-out and signed application form	Photocopy of Transfer Certificate of Title (TCT)/
Clear copy of one (1) valid government-issued ID	Condominium Certificate of Title (CCT)
Marriage contract, if applicable	Photocopy of Tax Declaration (for land and
	Improvement) Location/Vicinity Map
Proof of business registration: (Please check applicable item/s)	Land Transportation Office (LTO) Official Receipt (OR)/
Certificate of Registration with Bureau of Internal	Certificate of Registration (CR) or Deed of Sale of Motor
Revenue (BIR)	Vehicle
Certificate of Registration with Department of Trade	Reservation Agreement or Contract to Sell or
and Industry (DTI)	Statement of Account (for Deed of Assignment (DOA)
Certificate of Registration with Securities and	accounts only)
Exchange Commission (SEC)	
Certificate of Registration with Farmers and	
Fisherfolk Enterprise Development Information System	If secured by a Continuing Suretyship:
	Basic Documents (as enumerated in this form) of the
(FFEDIS)	Surety
Barangay Permit	Income Documents (as enumerated in this form) of the
Mayor's Permit	Surety
Personal Income Documents (Please check applicable item/s)	
Latest Income Tax Return (ITR) or BIR Form 2316	If construction loan
	Building/Floor plan of proposed improvement
Latest payslip for the past 2 months	Bill of materials
Certificate of Employment (COE) with salary or	Specification of proposed finishes
Employment Contract	Building permit
Latest crew contact (for seafarers)	
Proof of remittance for the past 6 months	If refinancing/loan take out
Bank statements or photocopy of passbook for the	Statement of Account from current lender and official receipts for the past 3 months
past 6 months	
Lease contract (for rental income)	Others
Proof of other income:	Appraisal fee
	Additional security documents (please specify):
usiness Documents (Please check applicable item/s)	
Photocopy of Audited Financial Statements for the	Post-approval requirements for real estate collateral-backee
past 3 years with latest ITR or Photocopy of in-house	loans
financial statements or pre-operating financial statements	(Please check applicable item/s)
Business Plan/Business Proposal	Original owner's copy of TCT/CCT
Photocopy of franchise agreement, if any	Original Tax Clearance
Business background/Company profile	Certified true copy of latest Tax Declaration
Photocopy of purchase agreement	Insurance policy/ies (for properties with
Others (please specify):	improvements)
Others (pieuse specify).	Master Deed of Declaration (for condominium only)
<u> </u>	Photocopy of latest full year Real Estate Tax Receipt
	(RETR)
ther Pre-application Requirements	Price quotation of the property (for property
Billing statement of utilities for the past 3	acquisition)
months	Affidavit of Consent to Mortgage Family Home
Statement of Account from current lender and	Others (please specify):
official receipts for the past 3 months (if loan	
purpose is refinancing/loan takeout)	Other post-approval requirements
Others (please specify):	General Information Sheet (GIS), if applicable
Others (preuse specify)	Special Power of Attorney, if applicable
	Certificate of Ownership for movable property (e.g.,
	motor vehicles, etc.)

## FOR BANK REFERENCE ONLY

#### PHILIPPINE STANDARD INDUSTRIAL CLASSIFICATION (PSIC)

- A Agriculture, Forestry & Fishing
- B Mining and Quarrying
- C Manufacturing
- D Electricity, Gas Steam and Air-conditioning Supply
- E Water Supply, Sewerage, Waste Management and Remediation Activities
- F Construction
- G Wholesale & Retail Trade; Repair of Motor Vehicles & Motorcycles
- H Transportation & Storage
- I Accommodation & Food Services Activities
- J Information & Communication
- K Financial & Insurance Activities
- L Real Estate Activities
- M Professional, Scientific & Technical Activities
- N Administrative & Support Service Activities
- O Public Administration & Defense; Compulsory Social Security
- P Education
- Q Human Health & Social Work Activities
- R Arts, Entertainment and Recreation
- S Other Service Activities
- T Activities of Household as Employers; Undifferentiated Goods- and- Services- Producing Activities of
- Households for Own Use
- U Activities of Extraterritorial Organizations and Bodies