

SALARY LOAN APPLICATION FORM
LOAN DETAILS

 Amount: _____ Term: _____ Fixing Period: _____
 Purpose of Loan:
 Purchase of vacant lot Purchase of condominium unit Refinancing/take out from _____
 Purchase of house and lot House construction Other (please specify) _____
 Purchase of townhouse Home improvement/renovation _____

COLLATERAL DETAILS

 Property Address: _____
 Present registered owner: _____ Contact person: _____
 TCT/CCT No.: _____ Contact No.: _____

BORROWER'S INFORMATION

 Name (First Middle Last) _____
 SSS/GSIS: _____ TIN: _____ Citizenship: _____
 Birthdate (mm/dd/yyyy): _____ Birth place: _____ Educational Attainment: _____
 Gender: _____ Civil status: _____
 Male Single Widow / widower
 Female Married No. of dependents _____
 No. of dependents: _____ Highest educational attainment: _____
 Present address: _____ Length of stay: _____ yrs
 Residence is: _____ Tel. No. _____ Fax No. _____
 Owned
 Rented
 Living with parents
 Mortgaged
 Employment: _____ Mobile No. _____ Email address: _____
 Private sector Employer / business: _____ Employer/business address: _____
 Government sector Nature of business: _____
 Self-employed Years with employer / business _____
 Position title: _____ Employer/business tel.no. _____ Employer/business email: _____
 Gross monthly income: _____ Other sources of income: _____ Other gross monthly income: _____

SPOUSE'S / CO-BORROWER'S INFORMATION

 Spouse's Maiden / Co-borrower's name (First Middle Last) _____ Birthdate (mm/dd/yyyy): _____
 SSS/GSIS: _____ TIN: _____ Citizenship: _____
 Birth place: _____ Educational Attainment: _____ Contact No.: _____
 Employment: _____ Employer / business: _____ Employer/business address: _____
 Private sector
 Government sector
 Self-employed Nature of business: _____
 Years with employer / business _____
 Position title: _____ Employer/business tel.no. _____ Employer/business email: _____
 Gross monthly income: _____ Other sources of income: _____ Other gross monthly income: _____

PRINCIPAL BORROWER'S DEPENDENTS

NAME	AGE	RELATIONSHIP	SCHOOL / EMPLOYER

CREDIT CARDS

BANK	CARD NO.	MEMBER SINCE	EXPIRATION DATE	AVE. MO. PAYMENT	OUTSTANDING BAL	CREDIT LIMIT

LOANS WITH OTHER BANKS AND FINANCIAL INSTITUTIONS

BANK	TYPE OF CREDIT	LOAN AMOUNT	MO. PAYMENT	OUTSTANDING BAL	MATURITY	STATUS

OTHER ASSETS				
TYPE OF PROPERTY	LOCATION / DESCRIPTION		ESTIMATED VALUE	
BANK REFERENCE				
BANK	ACCT NO.	TYPE OF ACCT.	DATE OPENED	AVERAGE BALANCE
TRADE / PERSONAL REFERENCES				
NAME	RELATIONSHIP (Supplier / Customer / Personal)	ADDRESS		CONTACT NO.
UNDERTAKING				

By signing below, I/we hereby confirm that the information above and documents I/we have given are true and correct, and I/we authorize KCFC to verify and investigate the same from whatever source it may consider appropriate.

I/we understand that my falsifying any of the above information, including the enclosed/attached documents, if any, is sufficient ground for legal action against me/us and the rejection of my/our application. I/we further understand that should my/our application be denied, KCFC has no obligation on its part to furnish me/us with the reason for such rejection and/or to return my/our form and documents.

I/we also confirm that the proceeds of the loan I/we have applied for shall not be used in any speculative, illegal, and/or criminal activity. I/we likewise authorize KCFC to disclose information relating to the loan granted to me/us to other financial institutions, credit information bureaus and any other organization performing similar functions.

Finally, I/we confirm that I/we have read and understood the terms and conditions herein provided and that I am/we are entering into this transaction with my/our full consent, such that I am/we are considered indebted to KCFC upon receipt of the loan proceeds.

Borrower
Signature over printed name/Date

Spouse / Co-borrower
Signature over printed name/Date

CHECKLIST OF REQUIREMENTS		Date submitted	Received by
A. BASIC REQUIREMENTS			
<input type="checkbox"/>	Completely filled out and signed application form	_____	_____
<input type="checkbox"/>	Photocopy of one (1) valid government-issued ID with signature and photo (borrower and co-borrower)	_____	_____
<input type="checkbox"/>	Marriage contract, if applicable	_____	_____
<input type="checkbox"/>	Certificate of employment with compensation and length of service / latest ITR / copy of pay slip for the last 3 months	_____	_____
<input type="checkbox"/>	Proof of billing address	_____	_____
B. FOR SELF EMPLOYED / PRACTICING PROFESSIONALS			
<input type="checkbox"/>	ITR or BIR form 1701 for the last 3 years	_____	_____
<input type="checkbox"/>	Audited financial statements for the last 3 years	_____	_____
<input type="checkbox"/>	Bank statements or photocopy of passbook for the past six (6) months	_____	_____
<input type="checkbox"/>	Certificate of business registration	_____	_____
<input type="checkbox"/>	Company profile	_____	_____
<input type="checkbox"/>	Proof of other income	_____	_____
C. COLLATERAL DOCUMENTS			
<input type="checkbox"/>	Photocopy of TCT/CCT	_____	_____
<input type="checkbox"/>	Lot plan and vicinity/location map	_____	_____
<input type="checkbox"/>	Tax declaration on land and/or improvement	_____	_____
<input type="checkbox"/>	For acquisition , contract to sell or reservation agreement	_____	_____
<input type="checkbox"/>	For construction/renovation , building plan or floor plan and building specifications, bill of materials and labor cost	_____	_____
<input type="checkbox"/>	For refinancing/loan take out , proof of amortization for the last 3 months and statement of account from mortgagor	_____	_____
Others			
<input type="checkbox"/>	Collateral appraisal authorization	_____	_____
<input type="checkbox"/>	Credit and financial information authorization	_____	_____
<input type="checkbox"/>	Copy of Lease Contracts and Title Income from rented/leased properties, if applicable	_____	_____
<input type="checkbox"/>	Others (please specify)	_____	_____

THIS PORTION IS FOR KCFC USE ONLY			
Received from loan applicant	Sent to/date:	Received by:	Approved / Disapproved / Deferred
By/date:	Sent by:	Date:	Date:
REMARKS / ENDORSEMENT FROM LOAN OFFICER:			