



REQUIREMENTS AND QUALIFICATIONS
FOR PERSONAL LOAN

QUALIFICATIONS:

1. Permanently employed for at least 2 years;
2. Company should be listed in the top 7,000 corporations;
3. Middle management position (Supervisory level);
4. Basic Salary of at least P 18,000.00;
5. Preferably Credit card holder – active and on current status;
- *If self employed, business should be operating for 5 years*

DOCUMENT REQUIREMENTS FOR PERSONAL LOAN

EMPLOYED:

1. Filled up application form;
2. Original certificate of employment w/ compensation or 1 month pay slip;
3. Photocopy of latest ITR or BIR 2316;
4. Photocopy of 2 valid IDs
5. Photocopy of latest credit card billing statement with residence address (if cardholder);
6. Photocopy of latest utility bill if residence address is not stated in #5 requirement.

SELF EMPLOYED (SINGLE PROPRIETORSHIP):

1. Filled up application form;
2. Photocopy of DTI;
3. Photocopy of latest 2 years ITR and Financial Statements;
4. Photocopy of latest 6 months bank statements;
5. Photocopy of 2 valid IDs
6. Photocopy of latest utility bill (meralco, pldt, water)
7. Photocopy of latest credit card billing statement (if cardholder)
8. List of 3 Major Suppliers and Customers

SELF EMPLOYED (CORPORATION):

1. Filled up application form;
2. Photocopy of SEC;
3. Photocopy of latest 2 years ITR and Financial Statements;
4. Photocopy of latest **personal** ITR
5. Photocopy of latest 6 months **personal** bank statements;
6. Photocopy of valid ID
7. Photocopy of latest utility bill (meralco, pldt, water)
8. Photocopy of latest 3 months credit card billing statements. (if cardholder)
9. List of 3 Major Suppliers and Customers

ADDITIONAL DOCUMENT:

1. Bank certification if borrower has an existing loan with other banks (status and details)
2. Statements of Assets and Liabilities duly prepared by accountant and certified correct by the borrowers for loan amounts of **P 500,000.00**

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