



## HOMEPLUS LOAN REQUIREMENTS

For us to commence processing of your loan application, kindly provide the following requirements:

### General Requirements:

- Filled up Application Form
- Filled up Interview Sheet
- 2 Valid Government Issued IDs
- If married, Marriage Contract is required.
  - > Submit valid IDs of spouse
  - > Signature of spouse is needed in the application form and in all loan documents
- Employment history for the past 3 years for locally employed and 5 years for OFWs or clients based abroad
- With minimum combined Gross Monthly Income (GMI) of Php50,000.00
- With satisfactory credit history

### For Locally Employed

- Latest ITR 2316
- Latest Certificate / Contract of Employment or latest three (3) Full Months pay slips
- Billing Statement Showing your residential address (Latest)
- TIN or SSS Number

### For Self-Employed – Sole Proprietor/Partnership/Corporation

- Latest 3 years ITR with BIR stamps
- Latest 3 yrs. Audited Financial Statements with BIR stamps
- Six (6) mos. Bank Statements
- DTI or SEC Registration plus Gen Information Sheet and Articles of Incorporation
- Billing statement showing your residential address (latest)
- 3 Names of your clients with landline numbers (for trade verification)
- 3 names of your suppliers with landline numbers (for trade verification)

### For Overseas Filipino Workers (OFW)

- Latest Certificate of Employment
- Latest three (3) full month pay slips
- Billing statement addressed to your current residence abroad
- Atty in Fact (a relative) who can transact with us on your behalf.
  - We need the ff from him/her:
    - > contact number
    - > residence address
    - > pls submit 2 valid IDs
    - > latest proof of billing

### For Developer Requirements

- Copy of Contract to Sell
- Copy of payment schedule or latest statement of account

\*\* Only those with complete requirements submitted will be processed.

\*\* Other documents may be required during the evaluation process.