

**SALARY LOAN APPLICATION FORM**

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| **LOAN SUMMARY** |
| AMOUNT OF LOAN: **₱**\_\_\_\_\_\_\_\_\_\_\_\_ Preferred Term:\_\_\_\_\_\_\_ Purpose of Loan:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Immediate Stand-by  **Requirements:**  COE Company ID Valid ID Payslip (3mos.) Proof of Billing Latest ITR *\* for stand-by loans, a processing fee of ₱1,000 will be*  *automatically billed to your account upon approval.* |

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| **PERSONAL INFORMATION** | | | | | | | | | | | | | |
| NAME (LAST, FIRST, MIDDLE) | | | | | | | ALIAS/NICKNAME | | | | NATIONALITY | | |
| DATE OF BIRTH | | | | PLACE OF BIRTH | | | | | | | GENDER  MALE FEMALE | | |
| CIVIL STATUS  SINGLE MARRIED SEPARATED WIDOWED | | | | | | | | | | | NO. OF DEPENDENTS / CHILDREN | | |
| TIN | | | | GSIS | | | | | | | SSS | | |
| HOME TELEPHONE NO. | | | | MOBILE NO. | | | | | | | E-MAIL ADDRESS | | |
| CURRENT HOME ADDRESS | | | | | | | | | | | LENGTH OF STAY | | |
| PERMANENT ADDRESS | | | | | | | | | | | LENGTH OF STAY | | |
| CURRENT RESIDENTIAL STATUS  OWNED MORTGAGED RENTED LIVING WITH PARENTS / RELATIVES RENTED FREE | | | | | | | | | | | | | |
| IF MORTGAGED, NAME OF BANK | | | | | | | | | | | | | |
| NO. OF CARS OWNED  OWNED MORTGAGED If mortgaged, Name of Bank:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | |
| **OCCUPATION & INCOME** | | | | | | | | | | | | | |
| LENGTH OF EMPLOYMENT OPERATION | | | | | | | | | | | POSITION / RANK | | |
| OTHER SOURCE(S) OF INCOME | | | | | | | | | | | MONTHLY INCOME | | |
| **SPOUSE INFORMATION** | | | | | | | | | | | | | |
| NAME OF SPOUSE / CO-MAKER (LAST, FIRST, MIDDLE) | | | | | | | ALIAS/NICKNAME | | | | NATIONALITY | | |
| DATE OF BIRTH | | | | PLACE OF BIRTH | | | | | | | GENDER  MALE FEMALE | | |
| TIN | | | | GSIS | | | | | | | SSS | | |
| EMPLOYER / BUSINESS NAME | | | | | | | | | | | POSITION / OWNERSHIP | | |
| OFFICE / BUSINESS ADDRESS | | | | | | | | | | | BUSINESS TEL. NO. | | |
| NATURE OF BUSINESS | | | | | | | | | | | MONTHLY INCOME | | |
| OTHER SOURCE(S) OF INCOME | | | | | | | | | | | ADDITIONAL MONTHLY INCOME | | |
| **NAME OF CHILDREN / DEPENDENTS** | | | | | | | | | | | | | |
| NAME OF CHILDREN | | | AGE | | | | | | SCHOOL / EMPLOYER | | | | |
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| ***\*****Kindly continue in separate sheet if necessary* | | | | | | | | | | | | | |
| **CREDIT REFERENCES** | | | | | | | | | | | | | |
| **NAME OF CREDITOR / INSTITUTION / BRANCH** | **ADDRESS / CONTACT NUMBER** | **FACILITY** | | | **AMOUNT** | **OUTSTANDING BALANCE** | | **MONTHLY AMORTIZATION** | | | | **MATURITY DATE** | **COLLATERAL SECURITY** |
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| **CREDIT CARDS** | | | | | | | | | | | | | |
| CARD COMPANY | | | CARD NUMBER | | | | | | | CREDIT LIMIT | | | |
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| **FINANCIAL INFORMATION** | | | | | | | | | | | | | |
| **\*Monthly Expenses:**  **Living Expenses: Loan Amortizations:**  House Rent ₱ Housing Loan ₱  Food/Grocery Auto Loan  Transportation Personal Loan  Electricity Installment Credit  Water Others  Internet SSS/Pag-ibig Loan  Prepaid Phone TOTAL ₱  Postpaid Phone  Clothing  Others  TOTAL ₱ | | | | | | | | | | | | | |
| **AUTHORITY TO DEPOSIT** | | | | | | | | | | | | | |
| This is to authorize Summit Leasing & Finance Corporation to deposit my loan proceeds for this particular transaction on my bank account with the following details below:     |  |  | | --- | --- | | **BANK** |  | | **ACCOUNT NO.** |  | | **ACCOUNT NAME** |  |   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Applicant’s Signature over Printed Name | | | | | | | | | | | | | |
| I/We hereby certify that the foregoing information in this application are true and correct to the best of my/our knowledge. I/We hereby authorize SUMMIT LEASING AND FINANCE CORPORATION (SLFC) to conduct neighborhood checking and/or inquire and/or verify any information as may be require concerning the statements provided herein and that the source to which may apply are authorized to provide any information relative to this application. I/We fully understand that the loan release shall only be allowed once all requirements of SLFC are complied with. I/We also understand that SLFC has the right to assign a lower amount than what I/we applied for and that in case my/our application is denied, SLFC has no right to provide any explanation of such rejection. In the event of future delinquency, I/we hereby authorize SLFC to report and/or include my name in the negative listing of any credit bureau or institution. In case of separation, resignation, retirement, I/we authorize SLFC through HR Representative to deduct the whole outstanding loan with interest and other charges to my/our separation/retirement pay. I/We hereby acknowledge that the terms, conditions, rates and other loan information shall remain confidential and I/we agreed not to disclose said information to third parties.  **Data Sharing Agreement:**  I/We hereby gives my/our irrevocable consent and allows SLFC to disclose or transfer all my/our personal data under the custody of SLFC, its personal information controller and/or personal information processor, to SLFC’s affiliates, other banks and financing companies, credit rating information services, credit rating information agencies, credit information service providers, personal information controllers, personal information processors, collection agencies, law firms, government agencies, suppliers and third parties, for the purpose of processing the loan agreements, and/or collection of past due accounts, and/or other legitimate purpose as may be deemed necessary by SLFC to effect successful settlement of account. I/we hereby hold SLFC, its shareholders, directors, officers and employees free and harmless from all claims, actions or demands under R.A. 10173 of the “Data Privacy Act of 2012” and its implementing rules and regulations, pursuant to its irrevocable consent for data sharing.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Applicant’s Signature over Printed Name | | | | | | | | | | | | | |
| **AUTHORITY TO DEDUCT/REMIT/DEBIT EXISTING DEPOSIT ACCOUNT** | | | | | | | | | | | | | |
| **To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  (Employer/Organization)  In connection with my loan with Summit Leasing & Finance Corporation (SLFC), I/we hereby assign in favor of SLFC the amount of at least PESOS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (₱\_\_\_\_\_\_\_\_\_\_) per month from my salary and other remuneration. I therefore, authorize you to deduct the said amount from my salary and other remuneration every payroll date starting \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and every month thereafter for a total of \_\_\_\_\_\_ months or until the total obligation is fully paid. I also authorize to remit the same directly to SLFC without need of demand thereof. Upon notification by SLFC, you may deduct more than the amount due herein to update or lessen my obligation.  I further authorize you to retain for and remit directly to SLFC any amount due me as termination, separation, or gratuity pay or compensation of whatever nature to the extent of my outstanding obligation to SLFC in the vent that my employment is terminated for any reason. This assignment and authority is absolute and irrevocable until the total obligation is fully paid.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Employee’s Signature over Printed Name | | | | | | | | | | | | | |
| **COMMITMENT TO DEDUCT AND REMIT** | | | | | | | | | | | | | |
| In accordance with the above assignment and authority to deduct executed by Mr./Mrs./Ms. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, we hereby commit ourselves to deduct from his/her salary the amount of ₱\_\_\_\_\_\_\_\_\_\_\_\_ per month and hold in trust and remit the said amount directly to you every 5th and 20th of the month starting \_\_\_\_\_\_\_\_\_\_\_\_\_\_ and every month thereafter for a total of \_\_\_ months, until the total obligation is fully paid. We also commit ourselves to withhold any amount due to him/her and to remit the same to SLFC to pay his/her outstanding obligation in case his/her employment is terminated for any reason. This agreement is executed upon the request f our said employee in connection with his/her loan with Summit Leasing & finance Corporation.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Place & Date Employer’s Signature over Printed Name    Rank/Position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | |

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