

## LOAN APPLICATION / INFORMATION SHEET MAKAGURO LOAN

Date: \_\_\_\_\_

For Bank's use only									
Please check the appropriate box: <input type="checkbox"/> New Client <input type="checkbox"/> Repeat Client									
REFERRED BY: Employee Name:		Branch / Unit:			Sales Officer in-charge:			Released at:	
<i>Please accomplish with accurate and latest information. Do not leave any field blank. Indicate "None" or "N/A", whichever is applicable.</i>									
DESIRED LOAN AMOUNT:		DESIRED LOAN TENOR:		PAYROLL MODE: <input type="checkbox"/> Regular <input type="checkbox"/> Autonomous		EXISTING PBB DEPOSITOR: <input type="checkbox"/> Yes <input type="checkbox"/> No		WITH EXISTING CREDIT CARD: <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>DOCUMENTS REQUIRED:</b> <i>Original copy of:</i>				<b>LOAN PURPOSE:</b>					
<input type="checkbox"/> Latest three (3) months pay slip <input type="checkbox"/> Proof of Billing <input type="checkbox"/> Two (2) Valid IDs (School ID and any Government ID, pls. specify: _____) <input type="checkbox"/> Service Record / Appointment Record for New Teacher <input type="checkbox"/> Two (2) pcs 2 x 2 ID Pictures (Optional)				<input type="checkbox"/> Educational / Tuition Fee <input type="checkbox"/> Purchase of Gadgets / Appliances <input type="checkbox"/> Medical / Hospitalization <input type="checkbox"/> Livelihood / Business <input type="checkbox"/> Home Improvement <input type="checkbox"/> Others, please specify _____ <input type="checkbox"/> Travel / Leisure					
WITH EXISTING DEPOSIT ACCOUNTS WITH OTHER BANKS: <input type="checkbox"/> Yes <input type="checkbox"/> No									
If yes, please specify what banks:    1) _____ 2) _____ 3) _____									
WITH EXISTING LOAN: <input type="checkbox"/> Yes <input type="checkbox"/> No									
If yes, please specify what banks / Amortization: 1) _____ / _____ 2) _____ / _____ 3) _____ / _____									
MODE OF LOAN RELEASE: <input type="checkbox"/> Credit to PBB Account <input type="checkbox"/> Manager's Check									
[ ] SA [ ] CA    Acct. No.: _____ Branch: _____ Branch / Unit: _____									
BORROWER'S INFORMATION									
LAST NAME:			FIRST NAME:		MIDDLE NAME:		SUFFIX (Sr., Jr., II, etc.)		
BIRTHDAY:		PLACE OF BIRTH:		AGE:	GENDER:	TIN:		GSIS No:	
CIVIL STATUS: <input type="checkbox"/> Single <input type="checkbox"/> Separated <input type="checkbox"/> Married <input type="checkbox"/> Widowed			NO. OF CHILDREN:		NATIONALITY:			TELEPHONE No./s:	
			NO. OF DEPENDENTS:		RELIGION:			MOBILE No./s:	
WEDDING DATE (if married):			SOCIAL MEDIA ACCOUNT (e.g. FB, IG, etc.):		EDUCATIONAL ATTAINMENT: <input type="checkbox"/> College <input type="checkbox"/> Post Graduate Course: _____ School: _____			EMAIL ADDRESS/ES: Personal: _____ Office: _____	
MOTHER'S MAIDEN NAME:			FATHER'S NAME:						
PRESENT ADDRESS: (Rm./Unit and Flr., Bldg. Name, Lot/Blk./House Bldg. No., St., Subd./Vil., Brgy., Dist., Town/Mun., City, Province, Country, Zip Code)								LENGTH OF STAY:	
HOME OWNERSHIP <input type="checkbox"/> Owned <input type="checkbox"/> Owned by Parents <input type="checkbox"/> Living with Relatives <input type="checkbox"/> Rented <input type="checkbox"/> Mortgaged <input type="checkbox"/> Others (Pls. specify) _____									
PERMANENT ADDRESS: (Rm./Unit and Flr., Bldg. Name, Lot/Blk./House Bldg. No., St., Subd./Vil., Brgy., Dist., Town/Mun., City, Province, Country, Zip Code)								LENGTH OF STAY:	
HOME OWNERSHIP <input type="checkbox"/> Owned <input type="checkbox"/> Owned by Parents <input type="checkbox"/> Living with Relatives <input type="checkbox"/> Rented <input type="checkbox"/> Mortgaged <input type="checkbox"/> Others (Pls. specify) _____									
PROVINCIAL ADDRESS: (Rm./Unit and Flr., Bldg. Name, Lot/Blk./House Bldg. No., St., Subd./Vil., Brgy., Dist., Town/Mun., City, Province, Country, Zip Code)								LENGTH OF STAY:	
HOME OWNERSHIP <input type="checkbox"/> Owned <input type="checkbox"/> Owned by Parents <input type="checkbox"/> Living with Relatives <input type="checkbox"/> Rented <input type="checkbox"/> Mortgaged <input type="checkbox"/> Others (Pls. specify) _____									
EMPLOYMENT TYPE: <input type="checkbox"/> Teaching    ( ) Elementary    ( ) High School <input type="checkbox"/> Non-Teaching									
NAME OF EMPLOYER / ASSIGNED SCHOOL:				OTHER SOURCE OF INCOME: With Existing Business? <input type="checkbox"/> YES <input type="checkbox"/> NO					
SCHOOL ADDRESS:				BUSINESS NAME:					
SCHOOL'S EMAIL ADDRESS:			SCHOOL'S CONTACT NUMBER:			BUSINESS ADDRESS: (Rm./Unit and Flr., Bldg. Name, Lot/Blk./House Bldg. No., St., Subd./Vil., Brgy., Dist., Town/Mun., City, Province, Country, Zip Code)			
SOURCE OF FUNDS:			MONTHLY SALARY:						
LENGTH IN SERVICE:		POSITION:		NATURE OF WORK:		NATURE OF BUSINESS:		YEARS OF OPERATION:	
PRINCIPAL'S NAME:				TELEPHONE NO:			MONTHLY INCOME:		
PRINCIPAL'S EMAIL ADDRESS / CONTACT NUMBER:				BUSINESS EMAIL ADDRESS:					
OTHER HOUSEHOLD EXPENSES									
MONTHLY EXPENSES:		PHP				PHP			
UTILITIES					TRANSPORTATION / GAS				
RENTAL (If Applicable)					OTHERS (please specify)				
EDUCATION / TUITION FEE					TOTAL				

<b>If married, please provide the required information of the spouse of the borrower:</b>							
<b>LAST NAME:</b>		<b>FIRST NAME:</b>		<b>MIDDLE NAME:</b>		<b>SUFFIX:</b> (Sr., Jr., II, etc.)	
<b>BIRTHDATE:</b>	<b>PLACE OF BIRTH:</b>	<b>AGE:</b>	<b>TIN:</b>	<b>SSS / GSIS No.:</b>		<b>SOURCE OF FUNDS:</b>	
<b>GENDER:</b>		<b>MOTHER'S MAIDEN NAME:</b>		<b>EDUCATIONAL ATTAINMENT:</b> <input type="checkbox"/> Elementary <input type="checkbox"/> College <input type="checkbox"/> High School <input type="checkbox"/> Post Graduate		<b>TELEPHONE No./s:</b> _____	
<b>RELIGION:</b>	<b>NATIONALITY:</b>	<b>ACR No. (If Foreigner):</b>		Course: _____ School: _____		<b>MOBILE No./s:</b> _____	
				<b>EMAIL ADDRESS/ES:</b> Personal: _____ Office: _____			
<b>EMPLOYMENT TYPE:</b> <input type="checkbox"/> Private <input type="checkbox"/> Public				<input type="checkbox"/> Self-employed			
<b>NAME OF EMPLOYER:</b>				<b>OTHER SOURCE OF INCOME:</b> With Existing Business? <input type="checkbox"/> YES <input type="checkbox"/> NO			
<b>OFFICE ADDRESS:</b> (Rm./Unit and Flr., Bldg. Name, Lot/Blk./House Bldg. No., St., Subd./Vil., Brgy., Dist., Town/Mun., City, Province, Country, Zip Code)				<b>BUSINESS NAME:</b>			
				<b>BUSINESS ADDRESS:</b> (Rm./Unit and Flr., Bldg. Name, Lot/Blk./House Bldg. No., St., Subd./Vil., Brgy., Dist., Town/Mun., City, Province, Country, Zip Code)			
<b>NATURE OF WORK:</b>		<b>NATURE OF BUSINESS:</b>					
<b>POSITION:</b>		<b>MONTHLY SALARY:</b>		<b>NATURE OF BUSINESS:</b>		<b>YEARS OF OPERATION:</b>	
<b>LENGTH IN SERVICE:</b>		<b>TELEPHONE NO.:</b>		<b>TELEPHONE NO.:</b>		<b>MONTHLY INCOME:</b>	
<b>CHILDREN (If applicable)</b>							
<b>Name</b>	<b>Birthdate</b>	<b>Age</b>	<b>Highest Educational Attainment / School</b>	<b>Email Address / Social Media Account</b> (e.g. FB, IG, etc.)	<b>If employed, Occupation / Name of Employer &amp; Position</b>		<b>Monthly Income</b>
1.							
2.							
3.							
<b>PERSONAL REFERENCES 1</b>							
<b>Name</b>		<b>Email Address</b>		<b>Social Media Account</b> (e.g. FB, IG, etc.)		<b>Contact Number</b>	
Please name at least (3) co teachers							
1.							
2.							
3.							
<b>PERSONAL REFERENCES 2</b>							
<b>Name</b>		<b>Email Address</b>		<b>Social Media Account</b> (e.g. FB, IG, etc.)		<b>Contact Number</b>	<b>Relationship with the Borrower</b>
Please name at least 3 relatives / friends							
1.							
2.							
3.							
In case of emergency, contact: _____ Relation: _____ Contact No. : _____							
<b>STATEMENT OF UNDERTAKING</b>							
I hereby certify that all information I provided here in this application are true and correct. I understand that any falsification of information in this application form is sufficient ground for rejection.							
I authorize Philippine Business Bank ("PBB" or the Bank") to obtain or verify any information concerning the statements made herein. I further authorize Philippine Business Bank ("PBB" or the Bank"), to perform the necessary credit checking and information verification that is necessary for this loan application. I fully understand that the loan release shall only be allowed once all requirements of Philippine Business Bank are complied with.							
I also understand that the Philippine Business Bank ("PBB" or the Bank") has the right to assign a lower amount than what I applied for and that in case my application is denied, PBB has no obligation to provide any explanation of such rejection. In the event of future delinquency, I hereby authorize Philippine Business Bank ("PBB" or the Bank") to report and / or include my name in the negative listing of any credit bureau or institution.							
_____ Signature Over Printed Full Name (Borrower)							

**KASUNDUAN**

**PARA SA LAHAT NG KINAUKULAN:**

Ako, si \_\_\_\_\_, Pilipino, nasa tamang gulang at kasalukuyang naninirahan sa \_\_\_\_\_, nanunumpa at nagpapahayag ng katotohanan sa mga sumusunod na salaysay:

1. Ako ay isang guro ng DepEd na nakatalaga sa Region \_\_\_\_\_, Division \_\_\_\_\_, Station \_\_\_\_\_ bilang \_\_\_\_\_ na sumasahod ng PHP \_\_\_\_\_.
2. Ako ay boluntaryong nagpasa ng Loan Application / Information Sheet para sa Makaguro Loan sa Philippine Business Bank at naaprubahan sa halagang PHP \_\_\_\_\_ na may buwanang amortisasyon na PHP \_\_\_\_\_, ang buwanang hulog ay magsisimula sa \_\_\_\_\_ hanggang \_\_\_\_\_ o \_\_\_\_\_ na buwan.
3. Ako ay walang utang sa anumang bangko o Accredited Financial Institution ng DepEd under the Automatic Payroll Deduction System (APDS) sa nakaraang tatlong (3) buwan at nangangako na hindi mangungutang sa mga accredited Financial Institution sa susunod na mga buwan magmula ngayon hanggang makapasok ang Philippine Business Bank amortization sa aking pay slip sa hanay ng DEDUCTED OBLIGATION.
4. Ako ay umaayon sa mga nailahad sa Numero 1, 2 at 3 nitong kasunduan at umaayon din na sa aking paglabag nito ay magiging basehan ng Philippine Business Bank na kanselahin ang aking Makaguro Loan Promissory Note No. \_\_\_\_\_ at singilin ako kaagad sa kabuuan ng pagkakautang ko.
5. Ang lahat ng nakasaad sa kasulatang ito ay ginawa ko ng boluntaryo at walang impluwensya ng ibang tao at patunay na malinis ang aking hangarin.

\_\_\_\_\_  
Lagda at Buong Pangalan ng Guro na naglalahad

Petsa: \_\_\_\_\_  
Lugar ng Paglagda: \_\_\_\_\_

**PRIVACY NOTICE AND POLICY**

Pursuant to Data Privacy Act of 2012 (Republic Act No. 10173 or DPA) and its Implementing Rules and Regulations (IRR), Philippine Business Bank (or "PBB" or the Bank") is committed to exercise adequate safeguards for data privacy and security, to preserve the Confidentiality, Integrity and Availability of your Personal Data while upholding your RIGHTS: to be informed, to object, to access, to rectify, to erasure or blocking, to file a complaint, to damages and the right to data portability. *(Rule VIII, Section 34, Rights of Data Subjects).*

Under the rules of Transparency, Legitimacy and Proportionality, the Bank shall COLLECT, USE and ACCESS your Personal Data (personal, sensitive and privileged information) which are necessary to the fulfillment of our client-bank relationships that include but not limited to account / loan application, opening, maintenance and closure and other related services due to regulatory compliance. *(Rule IV, Data Privacy Principles).*

PBB will strictly STORE and RETAIN your Personal Data in our systems and shall responsibly DELETE, DISPOSE OF and DESTROY them to the extent provided by the Bank's relevant policy. Finally, we will only SHARE and DISCLOSE said information to intended and authorized recipients in the furtherance of our banking relationships and as may be required by relevant regulatory bodies, and / or as part of compliance to policies and regulations and other applicable existing laws pursuant to the conditions set under *Section 20.General Principles for Data Sharing.*

**CERTIFICATION**

I / We hereby certify that all information provided herein and herewith furnished are in all respects true and correct. I / We have read, understood and hereby agree to be bound by Philippine Business Bank's (PBB) policies, regulations, terms and conditions, as well as by the rules and regulations of the Bangko Sentral ng Pilipinas, the Anti-Money Laundering Council and the Bureau of Internal Revenue as well as the Data Privacy Act of 2012 (Republic Act No. 10173 or DPA). I / We hereby grant full permission to PBB to access all information relating to my / our account/s. I / We hereby agree to notify PBB in writing of any change in the information supplied in this form. It is also agreed that PBB may inquire into their correctness by the methods it may deem proper to use and that this document shall remain the property of PBB whether or not the loan is granted.

I / We hereby also authorize PBB, through its authorized representative, to conduct random verification with the BIR of the Income Tax Returns and accompanying financial statements submitted by me / us, thereby expressly waiving confidentiality with respect thereto. I / We hold PBB, its officers, directors and stockholders, as well as the responsible officers of the BIR, free and harmless from any claim, cause of action or liability whatsoever, in connection therewith.

I / We hereby further acknowledge and authorize PBB to regularly submit and disclose my / our basic credit data to the Credit Information Corporation (CIC), including updates and corrections thereon and to share such data to other lending institutions authorized by the CIC, and credit reporting agencies and outsourced entities duly accredited by the CIC, subject to the provisions of R.A. No. 9510, its IRR and other relevant laws and regulations.

\_\_\_\_\_  
Signature Over Printed Full Name  
(Borrower)

\_\_\_\_\_  
Signature Over Printed Full Name  
(Spouse of Borrower, if married)