



PHINMA
PROPERTIES

REQUIREMENTS CHECKLIST



Cash Requirements Checklist

General Requirements

- Payment of Reservation Fee (P15,000.00) - MRB
- Payment of Reservation Fee (P20,000.00) - HRB
- Fully Accomplished Buyer's Information Sheet (BIS)
- Signed Reservation Agreement
- Signed Checklist of Requirements
- Signed Computation Sheet
- Copy of valid Gov't Issued ID with picture & signature
- Copy of Spouse's Valid Gov't Issued ID with picture & signature (if married)

Credit Evaluation

- One (1) mo. latest billing statement (utilities)
- Copy of Birth certificate
- Copy of spouse's Birth Certificate (if married)
- Copy of Marriage Certificate (if married)

Full Documentation

- Signed Documents
- Signed BIR Form 1904/Signed BIR Form 1905 (for spouse, if married)
- Signed Cash Computation Sheet
- Cash or Post-dated Checks for Net Contract Price
- 24-undated checks for monthly maintenance fee / condominium dues
- 2 Original copies of Notarized or Consularized Special Power of Attorney (whenever necessary)



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