



PHINMA  
PROPERTIES

# REQUIREMENTS CHECKLIST



# Reservation 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
- Signed Authorization to Conduct Credit Investigation (CI)
- Latest One Month Payslip / 6mos. Vouchers / 6mos. Remittance / Job Contract / Copy of 2-Years Annual ITR 1701
- Photocopy of Company ID with picture & signature
- Valid Gov't Issued ID with picture & signature
- Spouse's Valid Gov't Issued ID with picture & signature (if married)



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