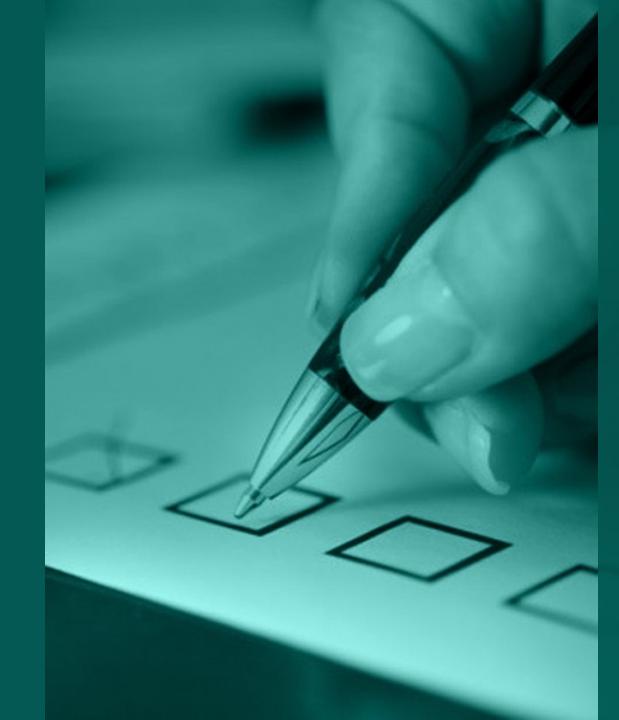


## REQUIREMENTS CHECKLIST





## In-House Requirements Checklist For Self-Employed

	General Requirements	Full Documentation
	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) Photocopy of Company ID with picture & signature Copy of valid Gov't Issued ID with picture & signature Copy of Spouse's Valid Gov't Issued ID with picture & signature (if married) Copy of 2-Years Audited Financial Statements Copy of 2-Years Annual Income Tax Return with Tax payment receipts	Signed Notice of Credit Evaluation, Computation Sheet, Schedule of Payment Signed housing loan documents If Self Employed (Single Proprietorship): Copy of valid DTI Registration Certificate, Mayors Permit and BIR Registration If Self Employed (Deriving Income from Practice of Profession): Copy of valid PRC license/IBP license Copy of latest Annual ITR Form 1701 with Auditors Report and Financial Statement, and Copy of Official Receipt on tax payment Signed BIR form 1904 / Signed BIR Form 1905 (if married, spouse to submit)
0000	Credit Evaluation  Bank Statements - latest six (6) months (for self employed)  Copy of Birth certificate  Copy of spouses Birth Certificate (if married)  Copy of Marriage Certificate (if married)  Fully filled-out Mortgage Redemption Insurance (MRI) Form	2 pcs. 1x1 ID pictures Post dated checks for downpayment and or processing fee



## REQUIREMENTS CHECKLIST

