

**MINIMAL DOCUMENTARY REQUIREMENTS**

- Fully filled out application form
- Two (2) valid government issued ID of the principal borrower & co-borrower
- Latest three (3) months bank statements and bank certification / passbook
- Photocopy of Mayor's Permit
- 2x2 ID Picture of the principal borrower & co-borrower
- Proof of billing for business and residence
- Pictures of the business (internal and external)
- Hand drawn sketch map of business and residence

**Additional requirements:**

- Business TIN ID proof (BIR Certificate of Registration)
- SEC Certificate of Incorporation/Registration
- Latest Articles of Incorporation & By-Laws
- Latest General Information Sheet (GIS) - not applicable to OPC
- Secretary's Certificate (Notarized)
- Latest AFS & ITR

2x2 ID picture  
(Main Borrower)

2x2 ID picture  
(Co-Borrower)

- Applying for GFC's fast, hassle-free non-collateral business loan is **FREE**
- All items must be filled out completely & accurately by applicant/authorized representative
- Indicate not applicable fields by writing N/A
- All erasures must be countersigned by the applicant

**BUSINESS LOAN APPLICATION (CORPORATION / OPC)**

*\*Use BLACK or BLUE ink pen in filling out this form*

**Please do not leave anything blank. Put "N/A" if not applicable**

Loan Amount Request	Term of Loan	Purpose of Loan	Agent's Name	
<b>BUSINESS INFORMATION</b>				
Business Name				
Main Office Address (including ZIP code)				
Nature of Business		Date Registered		No. of Employees
Landline No.	Mobile No.	Business Email Address	Company TIN	Company SSS No.
Average Monthly Sales (in PHP)		Average Monthly Expense (in PHP)		Average Monthly Net Income (in PHP)
<b>BORROWER 1 INFORMATION</b>				
Borrower's Name (Last, First, Middle)			Position in Company	
Date of Birth	Place of Birth		Gender	Marital Status
Present address (including ZIP code)				
Residential Status <input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> Living with Relatives			Length of Stay (in yrs)	
Permanent/Provincial address (including ZIP code)				
Mobile No.	Landline No.	Email Address	TIN	SSS/GSIS No.
Name of Spouse (Last, First, Middle)				
Date of Birth	Mobile No.	Email Address	TIN	SSS/GSIS No.
Name of Dependents		Date of Birth	School/Company	
1.				
2.				
3.				
<b>BORROWER 2 INFORMATION</b>				
Borrower's Name (Last, First, Middle)			Position in Company	
Date of Birth	Place of Birth		Gender	Marital Status
Present address (including ZIP code)				
Residential Status <input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> Living with Relatives			Length of Stay (in yrs)	
Permanent/Provincial address (including ZIP code)				
Mobile No.	Landline No.	Email Address	TIN	SSS/GSIS No.

**BORROWER 2 INFORMATION (CONTINUED)**

<b>Name of Spouse (Last, First, Middle)</b>				
<b>Date of Birth</b>	<b>Mobile No.</b>	<b>Email Address</b>	<b>TIN</b>	<b>SSS/GSIS No.</b>
<b>Name of Dependents</b>		<b>Date of Birth</b>	<b>School/Company</b>	
1.				
2.				
3.				

**CHARACTER REFERENCES:**

(Provide at least three (3) character references.)

<b>Name</b>	<b>Address</b>	<b>Relation</b>	<b>Contact No.</b>	<b>Email Address</b>

**BANK ACCOUNT INFORMATION**

<b>Bank/Branch:</b>	<b>Bank/Branch:</b>
<b>Acct. Number:</b>	<b>Acct. Number:</b>
<b>Account Type:</b>	<b>Account Type:</b>
<b>Date Opened:</b>	<b>Date Opened:</b>
<b>Contact Person:</b>	<b>Contact Person:</b>
<b>Position:</b>	<b>Position:</b>
<b>Email:</b>	<b>Email:</b>
<b>Contact No.:</b>	<b>Contact No.:</b>

**TRADE REFERENCES: MAJOR SUPPLIERS**

<b>Company Name</b>	<b>Address</b>	<b>Contact Person</b>	<b>Position</b>	<b>Contact Number</b>

**TRADE REFERENCES: MAJOR CLIENTS**

<b>Company Name</b>	<b>Address</b>	<b>Contact Person</b>	<b>Position</b>	<b>Contact Number</b>

**LOANS WITH OTHER FINANCING & BANKING INSTITUTIONS**

<b>Name of Institution</b>	<b>Type of Loan</b>	<b>Date Aailed</b>	<b>Original Amount</b>	<b>Outstanding Balance</b>

**PROPERTIES OWNED**

<b>VEHICLES</b>				<b>LAND</b>			
<b>YEAR / MAKE / MODEL</b>	<b>Mortgaged? (Y/N)</b>	<b>If yes, with whom?</b>	<b>Location</b>	<b>Size (sqm)</b>	<b>TCT No.</b>	<b>Mortgaged? (Y/N)</b>	<b>If yes, with whom?</b>

**DECLARATION AND SIGNATURE**

I/We hereby certify that all information I/we furnished in this form are true and correct. Should said information furnished herein be found to be false, \_\_\_\_\_, may disapprove this application and/or declare the loan to due and demandable (in case the loan proceeds have already released). \_\_\_\_\_, and its authorized representative are hereby authorized to validate the information provided in this form, make disclosure/s or share information contained herein or in any documents/papers submitted in connection herewith to any credit rating/investigation company or such other persons it may deem necessary to confirm the veracity of the information contained herein or therein. I/We agree that this application form and documents (excluding original bank statement and used checks) submitted in connection herewith become properties of \_\_\_\_\_ and will not return for whatever reason. I/We am/are aware that the statements/information gathered about me will be used to determine my eligibility for this loan. I/We also understand that should my/our application be denied, \_\_\_\_\_ is not obliged to disclose the reason for such rejection. For this purpose, I/We waive my/our rights under the provision of Republic Act No. 1405, otherwise known as the Law on Secrecy of Bank Deposits, and authorized \_\_\_\_\_ to conduct business/trade checking, secure necessary information from any person/entity I/we have indicated to have had any transactions and/or business dealings with, and conduct inquiries on the status and details of my/our loan/borrowing accounts with creditor banks, if applicable. I/We further authorize \_\_\_\_\_ to conduct an appraisal of the property/ies that I/we am/are offering as collateral for the loan, if any. In compliance with the requirements of the Republic Act No. 10173 otherwise known as Data Privacy Act of 2012, I/we acknowledge and agree that, in the course of my loan application with \_\_\_\_\_, and throughout the term of my loan, if such application is accepted for processing, \_\_\_\_\_ may receive and/or have access to my/our personal information which may be considered relevant in evaluating the loan application (herein collectively referred to as "Private Information"). I/We expressly consent the processing, collection, transmission, storage, disposal, use, and/or disclosure of my/our Private Information by \_\_\_\_\_ I/We allow members of \_\_\_\_\_ to process, collect, use, store, and/or disclose my/our information to other members, to governmental authorities, and/or to 3rd parties, as may be necessary

Signature over printed name of main borrower

Signature over printed name of co-borrower

DATE: \_\_\_\_\_

TO: \_\_\_\_\_

RE: **AUTHORITY TO VERIFY BANK INFORMATION**

To whom this may concern:

I/We hereby authorize Global8 Finance Corporation or any of its representatives and/or employees to verify my/our account/s maintained in your branch with details as follows:

**Bank/Branch:** \_\_\_\_\_

**Account Name:** \_\_\_\_\_

**Account Number:** \_\_\_\_\_

This authorization signifies content and waiver of my/our right to confidentiality under Philippine Banking Laws, including but not limited to Republic Act No. 1405 (The Bank Secrecy Act of 1955), as amended, Republic Act No. 6426 (The Foreign Currency Deposit Act of the Philippines), and other laws/ regulations, including all subsequent amendments or supplements thereto, relative to the confidentiality or secrecy of bank deposits.

I/We shall hold the bank and \_\_\_\_\_, their directors, officers, employees, representatives, and agents, free and harmless of any liability arising from their exercise of the remedies and authorities hereunder, or from any action taken by them on the basis of and within the framework of the foregoing appointment.

Please disclose the following required information for their reference and perusal.

Date of Account Opening:	
Type of Account:	
Current Balance:	
Average Daily Balance:	
Handling of Account:	
History of Returned Checks:	
Credit Line/BP Line (if any):	
Name of Signatories:	1.
	2.
	3.
	4.
Signature Requirement:	

**Authorized Signatory/ies**

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Signature over printed name

TO: \_\_\_\_\_

RE: **AUTHORITY TO VERIFY PREMISES**

To whom this may concern:

This is to authorize Global8 Finance Corporation or any of its representatives to enter and inspect our premises with details below:

<b>Business Address:</b>	
<b>Residence Address:</b>	

Please extend all necessary assistance for their verification which is a requirement for credit investigation on my loan application. Attached is my ID for your confirmation.

Sincerely,

\_\_\_\_\_  
Signature over printed name of main borrower

**SKETCH OF BUSINESS & RESIDENCE**