



SME Business Loan Application Form

NOTE: Please complete this form in BLOCK LETTERS and in black ink. Do not leave any unanswered field. Mark the box with a cross and put N.A. where applicable. Application processing will start only upon submission of all documentary requirements. Incomplete application will not be processed.

LOAN DETAILS

Desired Loan Amount (Php):	Desired Payment Term: <input type="checkbox"/> 12 months <input type="checkbox"/> 36 months <input type="checkbox"/> 18 months <input type="checkbox"/> 48 months <input type="checkbox"/> 24 months	Mode of Loan Release: <input type="checkbox"/> Manager's Check <input type="checkbox"/> Credit to Existing EqB Account No. _____ <input type="checkbox"/> Credit to Existing EqB Account No. _____
Loan Purpose <input type="checkbox"/> Investment or Upgrade in Systems and Technology <input type="checkbox"/> Machine and/or Equipment Repair <input type="checkbox"/> Renovation of Office / Warehouse <input type="checkbox"/> Advertising Campaign <input type="checkbox"/> Employees' Training Program <input type="checkbox"/> Additional Working Capital <input type="checkbox"/> Loan Balance Transfer <input type="checkbox"/> Purchase of Raw Materials and/or Inventory, please specify: _____		

BORROWER'S INFORMATION

First Name		Middle Name		Last Name	
Mother's Maiden Name		Date of Birth (MM/DD/YYYY)		Age	Place of Birth
Civil Status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Legally Separated <input type="checkbox"/> Widow / Widower		Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		Nationality	
Educational Attainment <input type="checkbox"/> High School <input type="checkbox"/> Vocational <input type="checkbox"/> College <input type="checkbox"/> Postgraduate <input type="checkbox"/> Others: _____		Home Phone Number		Mobile Phone Number	
Present Home Address (Lot Blk No., House/Unit No., Floor No./Building Name, Street, Subdivision, City/Province, Zip Code) Length of Stay: ____ Years ____ Months				<input type="checkbox"/> Owned <input type="checkbox"/> Living with Relatives/Parents <input type="checkbox"/> Company Provided <input type="checkbox"/> Renting for PhP _____/mo. <input type="checkbox"/> Mortgaged with _____ Amortization: PhP _____/mo.	
Permanent Home Address (Lot Blk No., House/Unit No., Floor No./Building Name, Street, Subdivision, City/Province, Zip Code) Length of Stay: ____ Years ____ Months				<input type="checkbox"/> Owned <input type="checkbox"/> Living with Relatives/Parents <input type="checkbox"/> Company Provided <input type="checkbox"/> Renting for PhP _____/mo. <input type="checkbox"/> Mortgaged with _____ Amortization: PhP _____/mo.	
Previous Home Address (Lot Blk No., House/Unit No., Floor No./Building Name, Street, Subdivision, City/Province, Zip Code) Length of Stay: ____ Years ____ Months				<input type="checkbox"/> Owned <input type="checkbox"/> Living with Relatives/Parents <input type="checkbox"/> Company Provided <input type="checkbox"/> Renting for PhP _____/mo. <input type="checkbox"/> Mortgaged with _____ Amortization: PhP _____/mo.	
Car Ownership <input type="checkbox"/> Owned / Unencumbered No. of cars: Owned _____ Mortgaged _____ <input type="checkbox"/> Mortgaged Monthly Amortization PhP _____ <input type="checkbox"/> Company Provided Mortgaged with: _____ <input type="checkbox"/> None			Are you related to any EqB Officers or employees? <input type="checkbox"/> No <input type="checkbox"/> Yes, kindly provide the name and relationship: _____		
Are you a Director, Officer or Stockholder (DOS) of Equicom Savings Bank (EqB), or EqB subsidiary and/or affiliate? <input type="checkbox"/> No <input type="checkbox"/> Yes, kindly provide the name and relationship _____			Are you related to a DOS of EqB or any EqB subsidiary and/or affiliate of Equicom Group of Companies? <input type="checkbox"/> No <input type="checkbox"/> Yes, kindly provide the name and relationship _____		

BUSINESS INFORMATION

Business Name					
Business Address (Lot Blk No., House/Unit No., Floor No./Building Name, Street, Subdivision, City/Province, Zip Code)					
Form of Organization <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship	Number of Employees <input type="checkbox"/> Regular _____ <input type="checkbox"/> Probationary _____ <input type="checkbox"/> Contractual _____ <input type="checkbox"/> Project-based _____	Position <input type="checkbox"/> Owner <input type="checkbox"/> General Partner <input type="checkbox"/> Chairman <input type="checkbox"/> Limited Partner <input type="checkbox"/> President <input type="checkbox"/> Others, please specify: _____ <input type="checkbox"/> Vice President <input type="checkbox"/> Director	Major Products / Services Offered		
Date Established (MM/DD/YYYY)		Years in Business Operation ____ years ____ months		Length of Service ____ years ____ months	
Percentage Ownership (based on latest GIS)		SSS / GSIS Number		Tax Identification Number (TIN)	
Office Phone Number		Fax Number		Office Email Address	
Previous Employer / Business Name		Length of Service ____ years ____ months		Position	

SPOUSE AND FAMILY INFORMATION

First Name		Middle Name		Last Name	
Employer / Business Name		Employer / Business Address		Position	
Date of Birth (MM/DD/YYYY)		Office Phone Number		Mobile Phone Number	
				E-Mail Address	

OTHER INFORMATION

Personal Trade Reference Name	Relation to Borrower	Telephone Number	Home Address
Credit Card Issuing Bank	Card Number	Card Limit	Card Expiry Date
Other Loan Accounts (Bank/Loan)	Type of Loan	Outstanding Balance	Monthly Amortization

UNDERTAKING

I hereby certify that all information herein is true and correct based on my own personal knowledge. I authorize the Bank to obtain information as it may require concerning my loan application and agree that it shall remain the Bank's property whether my loan is approved or not. Any information given by me or other persons duly authorized by me which is not true or accurate, will automatically cause the Bank to reject my loan, cancel its approval or if the loan has been released to me, to demand immediate payment thereof.

I hereby waive my rights and benefits under the provisions of R.A. 9510 (Credit Information System Act), R.A. 1405 (Secrecy of Bank Deposit Act), R.A. 6426 (Foreign Currency Deposits Act), R.A. 8791 (General Banking Law), R.A. 9160 (Anti-Money Laundering Act) and other laws on confidentiality of bank account, credit, loan and other related information and hereby authorize the Bank to process, divulge, or make necessary disclosure of such otherwise confidential information, to third parties, including but not limited to the Bank's affiliates, subsidiaries, agents or service providers, the Bankers' Association of the Philippines - Credit Bureau (BAP - CB) or to other credit bureau or to any similar central monitoring entity or recipients as may be provided for by law and required by competent authority.

I further authorize the Bank, as my Attorney-in-Fact, to conduct random verification with the Bureau of Internal Revenue (the "BIR") in order to establish the authenticity of my tax statements (the "ITR") and the accompanying financial statements/documents submitted to the Bank in accordance with banking regulatory requirements and/or to process, report, share and disclose my information to domestic or foreign authorities and/or tax authorities and/or withhold from me, such amounts as may be required by domestic or foreign regulatory and/or tax authorities in accordance with the requirements of United States Foreign Account Tax Compliance Act (FATCA), and such other rules and regulations issued and/or may be issued, by the Government of the Philippines in connection with FATCA.

For this purpose, I hereby authorize the Bank, its employees or its agent to verify and obtain information relevant to my loan application, such as, but not limited to residential and contact information, business or trade and payment performance.

I hold the Bank free and harmless from any and all liabilities, claims and demands of whatever kind or nature in connection with or arising from the aforementioned disclosure or reporting.

I hereby acknowledge that the loan or any part(s) thereof shall be deemed to have been availed on the date on which funds are transferred to my bank account or cash/prepaid card, maintained with the Bank, or deposited to the account with another bank which I have particularly specified in my request/instruction to the Bank, or receipt of the Manager's Check reflecting the amount of the loan less applicable fees, charges and taxes.

I further authorize the Bank to deduct from the proceeds of my loan, all fees including, but not limited to, processing fees, documentary stamp tax, notarial fees and interest accruals should the first due date be over thirty (30) days from the release of my loan and other related charges, including incidental costs and expenses on account of my request/instruction to the Bank.

I likewise authorize the Bank to provide me with a consumer loan or additional bank product/s (such as but not limited to auto, housing, credit card and other products suited to my situation) at the Bank's sole discretion. My acceptance of the credit card or the proceeds of any loan released pursuant thereto shall be conclusive proof of my acknowledgment of my additional obligations and/or indebtedness to the Bank under the Terms and Conditions set forth by the Bank and prevailing at the time the credit card is issued or the additional loan is approved.

I hereby agree that the Bank has the right to approve a lower amount than my desired loan amount as indicated in this application and shall render the Bank free and harmless from any liability arising therefrom.

I hereby agree that should my application be denied, the Bank has no obligation to furnish the reason for such rejection or to return my application and other submitted documents.

I also legally bind myself to the Terms and Conditions of the Loan Program Promissory Note, Disclosure Statement and other relevant documents that I shall execute in favor of the Bank.

I hereby freely and voluntarily give my consent, and hereby agree and authorize the Company, its parent company, affiliated companies, subsidiaries, financial advisors, accredited/affiliated third parties or independent/non-affiliated third parties, whether local or foreign (collectively referred to as Companies), to collect and process matter or information, personal or otherwise, pertaining to myself, this application or transaction, including sensitive personal information and privileged information (as defined under existing laws and subject to consent of other parties to the exchange as may be applicable) herein provided, collected or held or otherwise obtained separately by the Companies, and to disclose the above information between and among the Companies, for any legitimate business purpose as such Companies may deem appropriate, including but not limited to cross-selling, promotion/conduct of marketing and direct marketing activities, research, providing advice or information covering products or services which the Companies believe may be of interest to me, to effectively administer or manage my account, enhance customer services, or to communicate with me for any purpose. The words collect and process are hereby understood to include any operation or any set of operations performed upon personal information including, but not limited to, the collection, recording, organization, storage, updating or modification, retrieval, consultation, use, consolidation, blocking, erasure or destruction of data.

Borrower's Signature Above Printed Name

Date

Please make payments only to authorized Bank employees. Sales agents and/or referrers are not allowed to collect any fees of whatever nature on behalf of the Bank. Any payments made to individuals/entities not authorized by the Bank will not be binding on the Bank.

REQUIREMENTS

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| <ul style="list-style-type: none"> <input type="checkbox"/> Duly filled-out and original signed application form <input type="checkbox"/> Photocopy of two (2) valid government issued ID with three (3) specimen signatures <input type="checkbox"/> Latest credit card Statement of Account (SOA) <input type="checkbox"/> Proof of residence address, either of the following: <ul style="list-style-type: none"> <input type="checkbox"/> Latest one (1) month proof of billing (i.e. utility bill or lease contract under applicant's name) <input type="checkbox"/> Latest one (1) government ID with residence address (i.e. driver's license, postal ID, NBI, police clearance, etc.) | <ul style="list-style-type: none"> <input type="checkbox"/> SEC/DTI Certificate of Registration <input type="checkbox"/> Latest General Information Sheet <input type="checkbox"/> Latest Business Permit <input type="checkbox"/> Six (6) months bank statements / passbook <input type="checkbox"/> Authorization to verify bank account/s <input type="checkbox"/> Latest two (2) years Audited Financial Statements <input type="checkbox"/> Latest Income Tax Return <input type="checkbox"/> List of three (3) major suppliers and customers with contact details. <p><i>Note: Other documents that may be required to process the loan.</i></p> |
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MONTHLY INTEREST RATES*

Term (in Months)	Monthly Effective Yield	Monthly Add-on Rate	Factor Rate
12	2.46% to 5.08%	1.39% to 3.00%	0.097233 to 0.113333
18	2.63% to 5.00%	1.49% to 3.00%	0.070456 to 0.085556
24	2.77% to 4.89%	1.59% to 3.00%	0.057567 to 0.071667
36	2.83% to 4.65%	1.69% to 3.00%	0.055678 to 0.057778
48	2.88% to 4.46%	1.79% to 3.00%	0.038733 to 0.050833

Computation of Fixed Monthly Amortization

$$\text{Desired Loan Amount} \times \text{Factor Rate (based on desired term)} = \text{Monthly Amortization}$$

This computation serves as a guide only. The Bank, at its sole discretion, shall determine the final loan amount, term, and amortization to be approved.

FEES AND CHARGES

- Processing Fee (to be deducted from loan proceeds): PhP5,000.00
- Documentary Stamps Tax: PhP1.50 for every PhP200.00. This is applicable for loans PhP250,000.00 and above (*effective January 1, 2018*)
- Late Payment Fee: 3.0% per month of the total overdue amount or PhP500.00, whichever is higher
- Early Settlement Fee: 5.0% of the remaining principal balance or PhP500.00, whichever is higher
- Returned Check Fee: PhP500.00 per returned check
- Extension Fee: PhP500.00
- Credit to Non-EqB Account Fee: PhP15.00

**All applications shall be subject to Bank's credit policies and procedures. Interest rates and charges are subject to change without prior notice.*

FOR BANK USE ONLY

Channel Source:	Source Code	Sales Officer