

QUEENSTOWN PROPERTY DEVT. CORP.
Preliminary Loan Counselling Questionnaire
Please answer completely

PROJECT NAME: _____

PURCHASED UNIT: BLOCK _____ LOT _____ HOUSE MODEL _____ COLOR _____

LNAME: _____ FNAME: _____ MNAME: _____

AGE: _____ BIRTHDATE: _____ CIVIL STATUS: _____

CONTACT. NOS.: _____ EMAIL ADD: _____ CITIZENSHIP: _____

MOBILE NOS.: _____ TIN NO. _____ HDMF MID NO. _____

PRESENT ADDRESS: _____ Rented _____ Owned _____ Relatives _____

PERMANENT ADDRESS: _____ Rented _____ Owned _____ Relatives _____

FACEBOOK ACCT NAME: _____

SPOUSE DETAILS: _____

LNAME: _____ FNAME: _____ MNAME: _____

CONTACT. NOS.: _____ EMAIL ADD: _____ CITIZENSHIP: _____

EMPLOYER / BUSS. NAME: _____ LOCAL _____ OFW _____

EMPLOYER / BUSS. ADDRESS: _____ SELF EMPLOYED _____ OTHERS _____

EMPLOYER CONTACT NO: _____ EMPLOYER EMAIL ADD: _____

>> ARE YOU CURRENTLY EMPLOYED: _____ EMPLOYMENT TYPE : LOCAL _____ OFW _____

EMPLOYER / BUSS. NAME: _____ SELF EMPLOYED _____ OTHERS _____

EMPLOYER / BUSS. ADDRESS: _____

EMPLOYER CONTACT NO: _____ EMPLOYER EMAIL ADD: _____

NO. OF YEARS EMPLOYED: _____ PAG-IBIG MEMBER SINCE WHEN: _____

GROSS MONTHLY INCOME: _____ FOR GOVT. EMPLOYEE NET MONTHLY INCOME: _____

>> ARE YOUR EMPLOYER AWARE THAT PAG-IBIG WILL CONDUCT CREDIT INVESTIGATION REGARDING YOUR HOUSING LOAN? _____

>> DO YOU HAVE EXISTING OR PREVIOUS HOUSING LOAN WITH PAG-IBIG? _____ IF YES, STATUS: _____

>> DO YOU HAVE OTHER LOAN WITH PAG-IBIG (MPLST/LCALAMITY)? _____ IF YES, STATUS: _____

>> WERE YOU PAG-IBIG CO-BORROWER BEFORE ? _____ IF YES, STATUS: _____

>> DO YOU HAVE ANY MARITAL DISPUTES (SEPARATION / ANNULLMENT / DIVORCE) ? _____ IF YES, STATUS: _____

>> DO YOURSPOUSE HAVE ATTY. IN-FACT / AUTHORIZED REPRESENTATIVE? _____ IF YES, RELATIONSHIP: _____

ATTY. IN-FACT NAME: _____ CONTACT NOS. _____

ADDRESS: _____ EMAIL: _____

>> ARE YOU AWARE ON THE APPLICATION TIMEFRAME AND PROCESS OF PAG-IBIG HOUSING LOAN ? _____

>> ARE YOU AWARE THAT PAG-IBIG MAY REQUIRE ADDITIONAL DOCUMENTS TO SUPPORT THEIR CREDIT INVESTIGATION? _____

>> ARE YOU AWARE THAT YOU CANNOT AVAIL HOUSING LOAN IF YOU HAVE CANCELLED/FORECLOSED/BLACKLISTED TO PAG-IBIG? _____

>> ARE YOU AWARE THAT DELAY SUBMISSION OF REQUIREMENTS WILL CAUSE DELAY ON THE PROCESSING OF LOAN AND WILL BE GROUNDS FOR CANCELLATION OF THE PURCHASED PROPERTY? _____

>> ARE YOU AWARE THAT IN CASE OF REFLING OF LOANS BORROWER SHOULD SHOULD THE REFLING FEE AMOUNTING TO P1,000,00? _____

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- >> ARE YOU AWARE THAT ANY FRAUDULENT AND DISHONESTY ON INFORMATION IN THE LOAN APPLICATION AND ALL REQUIREMENTS SUBMITTED WILL AUTOMATICALLY CANCELLED THE PURCHASED PROPERTY? _____
- >> ARE YOU AWARE THAT PAG-IBIG HAS THE SOLE AUTHORITY TO APPROVE/DISAPPROVE LOAN APPLICATION? _____
- >> ARE YOU AWARE THAT OFFICE MUST BE NOTIFY IMMEDIATELY FOR ANY CHANGES OF INFORMATION AND DOCUMENTS SUBMITTED? _____
- >> ARE YOU AWARE OF OFFICE CONTACT DETAILS FOR ANY INQUIRIES AND CLARIFICATIONS? _____
- >> ARE YOU AWARE THAT THERE'S ONE TIME PAYMENT INSURANCE ONCE LOAN HAS BEEN RELEASED/TAKEN OUT ? _____
- >> ARE YOU AWARE THAT AFTER LOAN TAKE OUT YOUR MODE OF PAYMENT FOR THE FIRST 2 YEARS OF MONTHLY AMORTIZATION IS POST DATED CHECK? _____
- >> ARE YOU AWARE ON THE PROCESS OF HOUSE TURN-OVER SCHEDULE, HOUSE CONSTRUCTION AND IMPROVEMENT? _____
- >> DO YOU HAVE OTHER QUESTIONS/CLARIFICATIONS? PLEASE SPECIFY _____

LIST OF REQUIREMENTS

FOR LOCALLY EMPLOYED

Latest Payslip (at least 1 month) _____ TIN Verified (Form 1904) _____
Notarized Certificate Of Employment with compensation _____ Photocopy of 2 valid gov't issued ID's (w/ 3 specimen signature – principal borrower
Latest Income Tax Return _____ 4 pcs 1x1 ID picture _____
_____ Birth Certificate (if single) _____

FOR OPW

Latest Job Contract _____ Marriage Certificate (if married) _____
Latest Salary Certificate _____ Proof of Billing (utility bills : Meritco, water, phone/internet) _____
Work Permit / Resident ID _____ Special Power of Atty. (if applicable) – Pag-ibig format _____
OEC (if applicable) _____ Employment Statement of Accumulated Value (ESAV) _____
Latest Immigration passport stamped (arrival & departure) _____ Pag-ibig MID No. _____
_____ Post Dated Checks to be issued upon loan take out) _____

FOR BUSINESS OWNER

Latest ITR duly received & certified by BIR _____
Business Registrations (DTI, Mayors Permit) _____
Photo & Sketch of Business Location _____

I HEREBY DECLARE UNDER PENALTY OF PERJURY THAT ALL INFORMATION SUBMITTED AS PART OF MY HOUSING LOAN APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLWDGE.

I UNDERSTAND THAT SHOULD ANY INFORMATION SUBMITTED IN CONNECTION WITH THIS APPLICATION BE INACCURATE, ERRONEOUS OR INCOMPLETE, QPDC MAY CANCEL OR TAKE APPROPRIATE ACTION ON MY APPLICATION.

I UNDERSTAND THAT ADDITIONAL INFORMATION/DOCUMENTATION MAYBE REQUIRED IN REVIEW OF MY HOUSING LOAN APPLICATION.

BORROWER : _____

Signature over Print name

DATE SIGNED: _____

SPOUSE: _____

Signature over Print name

Checked by: _____

Noted by: _____

MOF

REMARKS: