



# APPLICATION FORM

### Requirements

For Business Loan and Rediscounting:

- Original 3 months latest Bank Statements with used checks and bank certification
- Photocopy of 2 government issued ID.
- 2X2 ID Photos of Applicant and Co-maker,
- Photos of Business and/or Inventory
- Latest copy of the Mayor's and DTI Permit
- Latest Proof of Billing for business (e.g. electricity, water)
- Latest Proof of Billing for residence (e.g. electricity, water)
- Sketch of business and residence location

For Corporation:

- SEC Registration and Bylaws
- Secretary Certificate with Board Resolution
- Latest ITR with Financial Statement

**NOTE: In any case that the application doesn't qualify, co-maker maybe required with these requirements.**

LOAN REQUEST: \_\_\_\_\_ TERMS: \_\_\_\_\_ AGENT: \_\_\_\_\_  NEW ACCOUNT  RENEWAL  REDISCOUNT

PERSONAL INFORMATION	Last Name		First name		Middle Name		Sex
	Phone No:		Mobile No:		Birthday		
	Email Address:		Civil Status				
			<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Widowed				
	Current Address:					Length of Stay:	
	<input type="checkbox"/> Owned <input type="checkbox"/> Mortgaged <input type="checkbox"/> Rented/mo. P _____		Home Phone No:				
Permanent / Provincial Address:							

Please attach 2X2 photo

SPOUSE INFO.	Name of Spouse:		Birthday		
	Residence Address:		Contact No:		
	Employment		Employer/Business Name:		
	<input type="checkbox"/> Self Employed <input type="checkbox"/> Private <input type="checkbox"/> Government <input type="checkbox"/> Professional Other Income: _____				
Nature of Business:		Position:		Date Employed:	Monthly Salary:

BUSINESS / EMPLOYMENT	Business Name:			Date Established:		
	Business Address:			Contact No:		
	Position:		Capital Investment:		Present Capitalization:	
	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation		Monthly Income: _____		Other Income: _____	
	Employer's Name:		Business Address:		Contact No:	
	Nature of Business:		Position:		Date Employed:	Monthly Salary:

OWNED	I. Real Estate Properties		II. Personal Properties	
	Description	Location	Description	Model and Plate No.
	_____	_____	_____	_____
	_____	_____	_____	_____

OBLIGATION	Creditor's Name	Contact No.	Address	Description	Monthly Amortization	Terms	Total Amount
	_____	_____	_____	_____	_____	_____	_____
	_____	_____	_____	_____	_____	_____	_____

BANK ACC	Bank/Branch	Account Type	Account #	Date Opened
	_____	_____	_____	_____
	_____	_____	_____	_____

TRADE REF.	Name / Company	Contact Number
	_____	_____
	_____	_____

VERIFY PREMISES	<p>This is to authorize <b>JK Capital Finance</b> or any of its authorized representatives to enter and inspect our premise which is part of their credit investigation.</p>	
	<p>_____</p> <p>Full Name &amp; Signature of Applicant</p>	

UNDERTAKE	<p>I/We hereby certify that the data I/we have disclosed in the form are true and correct to my/our personal knowledge and I/we hereby authorized <b>JK Capital Finance</b> and/or its representative to conduct the correct methods to process my loan.</p>	
	<p>_____</p> <p>Full Name &amp; Signature of Applicant</p>	<p>_____</p> <p>Full Name &amp; Signature of Spouse</p>

BANK VERIFICATION	Dear: _____
	I authorized <b>JK Capital Finance</b> or any of its authorized representative to verify my/our account with details as follow:
	Bank & Branch: _____
	Account Name: _____
	Account Number: _____
	Please disclose to the authorized person the <u>status of my/our account</u> , the <u>date of opening</u> , <u>handling of account</u> , <u>average daily balance</u> , <u>current balance</u> and <u>history of return checks if any</u> .
Sincerely,	
<p>_____</p> <p>Full Name &amp; Signature of Authorized Signatory</p>	