



I do!

Renovating the house!

First family trip abroad!

Summer get-away!

Off to school!

Afternoon cooking school!

## Personal Banking

Personal Loan

# Need Cash?

Apply for a  
BDO Personal Loan NOW!

We find ways®

[www.bdo.com.ph](http://www.bdo.com.ph)

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### MINIMUM APPLICATION REQUIREMENTS

- Filipino citizen or foreigner residing in the Philippines for more than 2 years.
- Must be 21 years old at time of application but not more than 70 years old upon loan maturity
- Minimum Gross Annual Income:
  - P120,000 for Employed/Salaried Employees
  - P400,000 for Self-Employed/Professionals
- Must have a mobile phone and at least 1 landline phone at either residence or office
- Residence or office must be within BDO serviceable areas

#### FOR SALARIED EMPLOYEES

- Must be a permanent employee or at least 1 year tenure with a company

#### FOR SELF-EMPLOYED

- Must be a sole proprietor or majority part-owner of a company operating for at least 2 years

#### FOR PROFESSIONALS

- Must be in a private practice for at least 1 year

### DOCUMENT REQUIREMENTS

#### A. PROOF OF INCOME

##### FOR SALARIED EMPLOYEES

- Photocopy of the latest BIR Form 2316 or W2 signed by employer's authorized representative
- Photocopy of latest full month payslip

##### FOR SELF-EMPLOYED / PROFESSIONALS

- Photocopy of Registration of Business Name
  - For Single Proprietorship issued by DTI (Department of Trade and Industry)
  - For Partnerships issued by SEC (Securities and Exchange Commission)
- Photocopy of latest ITR and W4 with BIR/Bank Stamp
- Photocopy of Audited Financial Statements for the last 2 years
- Photocopy of Bank Statements for the last 6 months (optional)

#### B. PROOF OF IDENTIFICATION

- Photocopy of at least one (1) valid photo-bearing identification documents, front and back, issued and signed by an official authority such as:
  - Driver's License
  - Professional Regulations Commission (PRC) ID
  - Government Service Insurance System (GSIS) e-card
  - Social Security System (SSS) Card
  - Senior Citizen Card
  - Overseas Workers Welfare Administration (OWWA) ID
  - OFW ID
  - Seaman's Book
  - Government Office and GOCC ID
  - Home Development Mutual Fund (HDMF) ID
  - Integrated BAR of the Philippines ID
  - Company ID's issued by private entities or institutions registered with or supervised or regulated either by the BSP, SEC, or IC.

#### C. FOR RESIDENT FOREIGNERS ONLY

- Photocopy of Alien Certificate of Registration (or ACR I-Card) and Work Permit

### APPLICATION INSTRUCTIONS

- Completely fill-out, including the Installment Calculator, and sign on the BDO Personal Loan application form.
- Submit completely filled-out and signed application form together with complete document requirements (please refer to document requirements indicated above) to any BDO Branch or Direct Sales Agent of BDO.
- You will receive your proceeds via credit to BDO current/savings account. Please go to any BDO branch and open a current/savings account.
- Please ensure compliance with account opening requirements for BDO current/savings account.

#### NOTE:

- Complete application form (indicate N/A if Not Applicable).
- Incomplete applications (without required documents or with incomplete information) will not be processed.
- Processing fee of P1,300 will be deducted from the proceeds.
- Submitted application and documents will not be returned to the applicant.
- **Fields in RED are all MANDATORY.**

BORROWER'S PERSONAL INFORMATION

First Name			Middle Name			Last Name		
Gender			Date of Birth (DD/MM/YYYY)			Nationality		
<input type="checkbox"/> Male <input type="checkbox"/> Female								
TIN/SSS/GSIS/Passport No.								
No. of Dependents			No. of Cars Owned					
			<input type="checkbox"/> Owned (    ) <input type="checkbox"/> Mortgaged (    )					
Marital Status			Educational Attainment					
<input type="checkbox"/> Single <input type="checkbox"/> Married			<input type="checkbox"/> High School <input type="checkbox"/> Post Graduate					
<input type="checkbox"/> Widow/er <input type="checkbox"/> Separated			<input type="checkbox"/> College <input type="checkbox"/> Others _____					
School Last Attended				Place of Birth				
Mother's Full Maiden Name								
First Name			Middle Name			Last Name		
Residence Ownership								
<input type="checkbox"/> Owned <input type="checkbox"/> Co. Quarters <input type="checkbox"/> With Relatives								
<input type="checkbox"/> Mortgaged <input type="checkbox"/> Rented (Monthly Rent) _____								
Present Residence Address								
Zip Code								
Residence Phone				Mobile Phone				
Previous Residence Address								
Zip Code								
Provincial / Permanent Residence Address								
Zip Code								
Years at Present Address _____ Years at Previous Address _____								

BORROWER'S EMPLOYMENT INFORMATION

Employment		For Self-Employed Only Business Type	
<input type="checkbox"/> Private Sector <input type="checkbox"/> Government			
<input type="checkbox"/> Professional <input type="checkbox"/> Self-Employed		<input type="checkbox"/> Sole Proprietor    Years in Operation _____	
<input type="checkbox"/> Others _____		<input type="checkbox"/> Partnership    No. of Employees _____	
Name of Present Employer/Business		Nature of Business	
Office Address			
Zip Code			
Office Phone		Mobile Phone	
Local No.		Fax No.	
e-Mail Address			
Rank		Title/Position	
<input type="checkbox"/> Senior Officer (AVP up)			
<input type="checkbox"/> Junior Officer (Supervisor to Manager)			
<input type="checkbox"/> Non-Officer			
Gross Annual Income		Other Income	
Name of Previous Employer			
Office Address			
Zip Code			
Years with Present Employer _____ Years with Previous Employer _____			

BILLING REMINDER CARD DELIVERY INSTRUCTION

Please deliver my Personal Loan Billing Reminder Card and other Correspondences to:

☐ Residence ☐ Office

SPOUSE'S INFORMATION

First Name		Middle Name		Last Name	
Date of Birth (DD/MM/YYYY)					
Office Phone			Mobile Phone		

BORROWER'S BANK RELATIONSHIP/FINANCES

OTHER LOANS					
Bank/Institution	Loan Type	Date Granted	Maturity Date	Monthly Amortization	Outstanding Balance

OTHER CREDIT CARDS				
Card Company	Card Number*	Credit Limit	Outstanding Balance	Member Since

\*Please provide only the first six (6) and last four (4) digits of your Credit Card (e.g. 4921-13xx-xxxx-1234).

BORROWER'S PERSONAL REFERENCE / TRADE REFERENCE

Name		Relationship	
Name of Employer / Supplier (If self-employed)			
Address (P.O. Box Address not acceptable)			
Contact No. (include local no. if any)		Mobile Phone	

Related to BDO Officer/s ☐ Yes ☐ No

Name of BDO Officer/s

Contact Number of BDO Officer/s

Relationship

☐ Spouse / In-Laws ☐ Children / In-Laws

☐ Parent / In-Laws ☐ Others

PERSONAL LOAN DETAILS

Applied Loan Amount		Term (Months)	
		<input type="checkbox"/> 6 <input type="checkbox"/> 12 <input type="checkbox"/> 18	
		<input type="checkbox"/> 24 <input type="checkbox"/> 36	
Loan Purpose			
<input type="checkbox"/> Home Improvement <input type="checkbox"/> Medical Expenses			
<input type="checkbox"/> Appliance/Furniture/Electronics <input type="checkbox"/> Travel			
<input type="checkbox"/> Debt Consolidation <input type="checkbox"/> Others (Pls. specify) _____			
<input type="checkbox"/> Education			
Type of Loan Application			
<input type="checkbox"/> New Loan <input type="checkbox"/> With Existing BDO Personal Loan			

DISCLOSURE STATEMENT ON PERSONAL LOAN

Interest Rate Table\*

Term	Factor Rate	Add-on Interest Rate/Mo	Effective Interest Rate/Annum
6	0.179667192	1.30%	26.27%
12	0.095836960	1.25%	26.63%
18	0.068058532	1.25%	26.76%
24	0.054167533	1.25%	26.58%
36	0.040279967	1.25%	25.98%

\*Interest rates may be subject to change by BDO Unibank, Inc. (BDO) in accordance with the prevailing market rates for similar transactions and terms.

Computation for the Monthly Installment

Desired  
Installment  
Amount  
Php

x

Factor  
Rate  
(of chosen  
term)

=

Fixed  
Monthly  
Installment  
Php

The computation above will serve as your guide. BDO, at its sole discretion, shall determine the final Personal Loan Installment amount and term to be approved.

Fees

Installment Processing Fee	P1,300 (deducted from loan proceeds)
Late Payment Fee	5% of the unpaid installment due or P300, whichever is higher
Installment Acceleration Fee	5% of the outstanding balance or P300, whichever is higher
Returned Check Fee	P500 per returned check
Monthly Billing Statement Request Fee	P100 per request
Billing Reminder Card Replacement	P250 per request
Documentary Stamp Fee	P1 for every P200 approved loan amount or fraction thereof, whichever is higher  Applicable for approved loan amounts equal to or greater than P250,000 or for business purpose (regardless of loan amount)

UNDERTAKING

I hereby certify that all data and statements in this application are true, correct and complete, and are made for the purpose of obtaining credit, and the signatures appearing thereon are genuine.

I authorize you to obtain or verify any information as you may require concerning the statements made in this application and that the sources to which you may apply are authorized to provide any information relative to this application. I understand that any falsification of information in this application form is sufficient ground for rejection. I also understand that BDO has the right to assign a lower loan amount than what I applied for and that in case my application is denied, BDO has no obligation to provide any explanation on such rejection. On the other hand, if my application is approved, I undertake that the proceeds of the loan will not be used in any endeavor which is against the Philippine laws.

I agree that this application and the documents I provided for may remain in your property whether the credit is granted or not.

I understand that processing fees , documentary stamp tax, notarial fees, and other fees pertaining to my loan shall not be collected from me upfront but shall be deducted from my loan proceeds.

All the foregoing shall supplement the Terms and Conditions of the loan documents and other instruments and writings that shall execute in favor of the bank.

Signature of Borrower over Printed Name

Date

Signature of Co-Maker over Printed Name

Date

FOR REFERROR USE ONLY

FOR BDO EMPLOYEE / BRANCH USE ONLY

Last Name	First Name	Middle Name
Branch/Department	Branch Code	
Title/Rank	Employee No.	
Date Referred	Signature of Referror	
Remarks		

FOR BDO USE ONLY

CIF NO. (If bank client only)	
Received by:	Date:
Controlled by:	Date:
Encoded by:	Date:

PROMISSORY NOTE

Value Date	Maturity Date	PN No.
Purpose		

For value received the undersigned (hereinafter identified and referred to as the "Maker" and, if any, the "Co-Maker" or "Co-Makers" if more than one) hereby jointly and severally unconditionally promise to pay to the order of BDO UNIBANK, INC., (hereinafter the "Bank") the principal amount and interest, and whenever applicable, the penalties, charges and costs, all as set out as follows:

PRINCIPAL AMOUNT
INTEREST ON PRINCIPAL AMOUNT
<input type="checkbox"/> _____ percent ( _____ %) p.a. fixed up to maturity
<input type="checkbox"/> _____ percent ( _____ %) p.a., subject to annual repricing based on prevailing rate as determined by the Bank at the time of repricing

The Maker/Co-Makers expressly acknowledges that the maturity of this Promissory Note has been fixed for the mutual and reciprocal benefit of the Maker/Co-Makers on the one hand, and the Bank on the other. The Maker/Co-Makers, accordingly, agree to the herein stipulated penalty for the prepayment of the entire or any part of the principal amount of this Promissory Note.

Unless otherwise herein expressly provided, the interest rate on the principal amount of this Promissory Note as indicated above shall, until final maturity, be periodically reviewed and adjusted. The Bank shall notify the Maker or any one of the Co-Makers of the adjusted interest rate to govern each succeeding interest period. Notice to the Maker or any one of the Co-Makers shall be deemed notice to all parties primarily liable on this Promissory Note. The Maker and/or any of the Co-Makers shall have the right within five (5) banking days from receipt of such notice to express in writing acceptance of the adjusted rate. After the lapse of five (5) banking days from and after receipt of notice of adjusted interest rate upon the Maker and/or any of the Co-Makers, there being no written conformity to the adjusted rate served upon the Bank, the Bank shall be entitled to regard rejection of the adjusted rate as conclusive, whereupon the remaining term or period of this Promissory Note shall be deemed waived and the principal amount thereof and accrued interest unpaid and penalties, if any, shall become immediately due and payable, without prepayment penalty. All such amount as are due shall earn interest until fully paid at the rate of interest effective as of the last interest period.

Payment of any sum due pursuant to the terms of this Promissory Note shall be made, as the case may be, to the Bank at its principal office or to the specific Branch Office of the Bank to which this Promissory Note has been delivered by the Maker.

Upon the occurrence as to Maker or any Co-Maker of this Promissory Note of any of the following events of default, the outstanding principal, accrued interest and any other sum payable hereunder or under any related agreement shall become immediately due and payable without presentment, demand, protest or notice of any kind (other than notice of the event and fact of default) all of which are hereby expressly waived by the Maker and all of the Co-Makers, if any:

- Failure to pay any amount which the Maker or any Co-Maker is obligated to pay under this Promissory Note or any related agreement on the date when such amount is due and payable;
- Any representation or warranty made by the Maker or any Co-Maker shall be shown to have been untrue, incorrect or misleading as of its date or becomes untrue, incorrect or misleading or any certificate or opinion furnished pursuant to this Promissory Note or any related agreement proves to have been false or misleading as of its date, in any material respect;
- Failure by the Maker or any Co-Maker to perform or the violation of any provision of this Promissory Note or any related agreement;
- Any governmental consent, registration or approval granted or required in connection with this Promissory Note or when any related agreement is revoked or restricted in any material respect;
- It becomes unlawful for the Maker or any Co-Maker to perform any obligation under the Promissory Note or any related agreement;
- The Maker or any Co-Maker fails to pay money due under any other agreement, standby letter of credit or document evidencing, securing, guaranteeing or otherwise relating to indebtedness of the Maker or any Co-Maker to any other creditor; or there occurs any event of default or any event which, but for the passage of time or the giving of notice, or both, would constitute a default under any such agreement, standby letter of credit or document (and which has not been remedied within any applicable grace period);
- The Maker or any Co-Maker becomes insolvent or unable to pay its debts when due, or the Maker or any Co-Maker commits or permits any act of bankruptcy, which term shall include (i) filing a petition in any bankruptcy, reorganization, winding-up, or liquidation proceeding or other proceedings analogous in purpose or effect, (ii) application for or consent to the appointment of a receiver or trustee for the bankruptcy, reorganization, winding-up or liquidation of the Maker or any Co-Maker, (iii) making an assignment for the benefit of creditors, (iv) the filing of an answer to a petition seeking the reorganization of the Maker or any Co-Maker or an arrangement of its creditors, (v) the admission in writing by the Maker or Co-Maker of its inability to pay its debts; (vi) the passing of a resolution by the Maker or any Co-Maker or the entry of any court or judgment confirming the bankruptcy or insolvency of the Maker or any Co-Maker or approving any reorganization, winding-up or liquidation of the Maker or any Co-Maker or a substantial portion of their respective assets;
- There occurs any circumstance, including without limitation (i) any action by any authority to dissolve or dis-establish the Maker or any Co-Maker or (ii) any change in the management or control of the Maker or any Co-Maker which in the opinion of the Bank may result in the Maker or any Co-Maker being unable to perform its obligations under the Promissory Note or any related agreement;
- Any attachment, garnishment or judgment for money or damage or for a fine or penalty not covered by insurance in an amount regarded material by the Bank is entered against the Maker or any Co-Maker which is not paid and discharged or stayed within thirty (30) days, and which will, in the judgment of the Bank, materially and/or adversely affect the financial condition or operation of the Maker or Co-Maker concerned; and

- The occurrence of any event or the existence of any set of conditions which in the Bank's sole opinion would probably result in impairing the financial ability of the Maker or any Co-Maker to pay for the amounts due on this Promissory Note.

Stipulated interest not paid after this Promissory Note matures by its terms or by acceleration shall be added to and becomes part of the principal and shall bear the same rate of interest as the principal.

In the event this Promissory Note is referred to counsel for enforcement, the Maker/Co-Maker jointly and severally undertake to pay an amount equivalent to Twenty Five percent (25%) of all sums due thereunder for and as attorney's fees plus an additional sum of Two percent (2%) per annum on all such sums due (exclusive of attorney's fees) for and as liquidated damages, in addition to the recovery of other expenses and costs of suit authorized by the Rules of Court.

The Maker/Co-Makers hereby empower and authorize the Bank as their attorney-in-fact to set off or apply, at the latter's option, in payment of sums due under this Promissory Note, any money, stocks, bonds, or other property of any kind whatsoever on deposit or otherwise lodged to the credit or account of the Maker/Co-Makers on the books of the Bank. The Maker/Co-Makers hereby further empower the Bank in their behalf but without necessity of prior notice to negotiate, sell and transfer any of such aforesaid properties of which the Bank may be in possession by public or private sale and to apply the net proceeds of such sale or disposition to the payment of the obligations evidenced by this Promissory Note.

The Maker/Co-Makers and guarantors jointly and severally waive presentment, demand, protest and notice of any kind and hereby consent to any and all extensions of time, renewals, waivers or modifications that may be granted by the Bank with respect to the payment or other provisions of this Promissory Note. No delay or omission on the part of the Bank in exercising any of its rights hereunder shall operate as a waiver of such right or any other rights under this Promissory Note.

The Maker/Co-Makers hereby acknowledge that they have read the printed provisions of this Promissory Note and the typewritten entries made in the appropriate spaces provided herein and confirm that they understand and are in agreement with said printed provisions and such entries.

NAME/S AND SIGNATURE/S OF MAKER	NAME/S AND SIGNATURE/S OF CO-MAKER
_____	_____
Signed in the presence of:	
_____	



## DISCLOSURE STATEMENT

On loan/credit transaction as required under R.A. 3765, Truth in Lending Act

NAME OF BORROWER/MAKER/CO MAKER

ADDRESS

1. LOAN AMOUNT

P \_\_\_\_\_

2. OTHER BANK CHARGES/DEDUCTIONS COLLECTED

P \_\_\_\_\_

a. Documentary / Science Stamps P \_\_\_\_\_

b. Mandatory Credit Insurance P \_\_\_\_\_

c. Others

\_\_\_\_\_

\_\_\_\_\_

3. NET PROCEEDS OF LOAN (Item 1 less Item 2)

P \_\_\_\_\_

4. SCHEDULE OF PAYMENTS

P \_\_\_\_\_

a. Single payment due on \_\_\_\_\_ P \_\_\_\_\_

b. Installment Payments  
(Please see amortization schedule attached/at the back)

5. EFFECTIVE INTEREST RATE (Interest and Other Charges) \_\_\_\_\_ %

The effective interest rate is higher than the contractual interest rate of \_\_\_\_\_ % because of item 2 deductions above (Effective Interest Rate changes upon each repricing)

6. CONDITIONAL CHARGES THAT MAY BE IMPOSED (if applicable).

Please specify manner of imposition.

Nature	Amount
Attorney's Fee	25% of the entire claim
Liquidated Damage	2% per annum
Late Payment Penalty	% per month
Others _____	_____
_____	_____

CERTIFIED CORRECT:

\_\_\_\_\_  
Signature of Creditor/Authorized Representative  
Over Printed Name

\_\_\_\_\_  
Position

I ACKNOWLEDGE RECEIPT OF A COPY OF THIS STATEMENT PRIOR TO THE CONSUMMATION OF THE CREDIT TRANSACTION.

\_\_\_\_\_  
Signature of Borrower over Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Co-Maker over Printed Name

\_\_\_\_\_  
Date

BDO  
5F JMT Corporate Condominium  
27 ADB Avenue, Ortigas Center, Pasig City  
BDO Customer Contact Center: 631-8000  
Toll-free: 1-800-10-6318000 (PLDT)  
1-800-3-6318000 (Digitel)  
[www.bdo.com.ph](http://www.bdo.com.ph)