

LIST OF REQUIREMENTS FOR AMORTIZATION SUPPORT

FOR BORROWER/AKPF APPLICANT

1. Application letter signed by the applicant
2. Duly accomplished and notarized Basic Information Sheet
3. Fiscal's Clearance
4. Certificate of Employment & Compensation (CEC) or Income Tax Return (ITR)
- original or certified true copy (for employed applicants)
5. Barangay Certification of Income as to applicant's livelihood and estimated gross family income (for self-employed applicants)

IN ADDITION, FOR HOUSING LOAN OUTSIDE SHFC *

6. Loan and Mortgage Contract with/and Promissory Note (duplicate copy or photocopy verified by TAD against presented original)
7. Deed of Absolute/Conditional Sale or Contract to Sell (duplicate copy or photocopy verified by TAD) against presented original)
8. TCT with Loan and Mortgage Contract annotated thereon (certified photocopy)
9. Notice of loan take-out from landing institution

** All photocopies should be "Certified true copies" by lending institution*

FOR PARTICIPANTS PRIVATE LENDING INSTITUTIONS

10. Articles of Incorporation and By Laws (certified photocopy by SEC)
11. Developer's License to Sell issued by HLURB (certified photocopy against presented original copy)
12. Developer's HLURB Subdivision Plan approval