



BUSINESS LOAN APPLICATION FORM

☐ New Application ☐ Additional Loan ☐ Renewal ☐ Restructuring *In case of loan renewal or restructuring, are there any updates from previous submission? (if yes kindly provide details)* ☐ Yes ☐ No

☐ Cooperative ☐ Partnership ☐ One-Person Corporation ☐ Corporation *(Please mark the appropriate boxes and indicate N/A if not applicable)*

BUSINESS INFORMATION

Registered Business Name (Trade Name)

Principal Business Address (Unit #, Building/House #, Street, Subdivision/Barangay/District, Municipality/City, Province, Zip Code)

Website/Social Media (Business)

TIN

Business Address Ownership
☐ Owned (unencumbered) ☐ Owned (mortgaged) ☐ Rented

Years the Business has been in operation _____ years

Number of Branches:

Number of Subsidiaries:

Nature of Business (Based on PSIC reference)

Please specify business activity

Business Registration
(Check all that apply)

Date of Business Registration
(mm/dd/yyyy)

Expiry Date of Registration
(mm/dd/yyyy)

Registration Number

☐ CDA

☐ DTI

☐ SEC

☐ BIR

☐ Barangay/Mayor's Permit

☐ Others (Please specify):

Indicate whether the business1

☐ Is at least 51% (majority) owned by female/s
☐ Is at least 20% owned by female/s; AND (i) has at least 1 woman as CEO/COO/President/Vice President; AND (ii) 30% of directors composed of women, where a board exists

Firm Size²*(Total assets exclusive of the land on which the business entity's office, plant and equipment are situated)*3 ☐ Micro (not more than Php 3M) ☐ Small (Php3,000,001 to 15M) ☐ Medium (Php15,000,001 to 100M)

Annual Sales or Revenue **Number of Employees** *(Please indicate all paid employees and/or directly involved in business operations)* Full-time _____ Part-time/Contractual _____
Php _____

CONTACT INFORMATION⁴

Authorized Representative 1

Government ID

(First Name)

(Middle Name)

(Last Name)

(Suffix, if applicable)

Date of Birth (mm/dd/yyyy)

Mobile Number

Landline No. (Area Code, Number)

Email Address

Sex ☐ Male
☐ Female

Authorized Representative 2

Government ID

(First Name)

(Middle Name)

(Last Name)

(Suffix, if applicable)

Date of Birth (mm/dd/yyyy)

Mobile Number

Landline No. (Area Code, Number)

Email Address

Sex ☐ Male
☐ Female

Top Trade References (use additional sheet if necessary)			
Name of Top Suppliers	Goods Supplied/Services Rendered	Contact Person	Contact Number
Name of Top Customers	Goods Purchased/Services Availed	Contact Person	Contact Number

LOAN APPLICATION INFORMATION

Loan amount applied for (subject to the approval of the bank) Php _____

Tenor _____ months

Proposed frequency of repayment⁵ ☐ Weekly ☐ Monthly ☐ Quarterly ☐ Annually ☐ Lump Sum ☐ Others (Please specify): _____

Loan Facility
☐ Credit Line
☐ Term Loan
☐ Others (Please specify): _____

Loan Purpose
☐ Working capital (including receivables and inventory financing)
☐ Construction/Development of real estate
☐ Acquisition of real estate
☐ Loan takeout/refinancing

☐ Business expansion
☐ Purchase of equipment/motor vehicles
☐ Purchase of biological asset
☐ Others (Please specify) _____

Type of Loan
☐ Unsecured Loan
☐ Secured Loan

If secured loan, please mark appropriate box/es:
☐ Loan secured by real estate (e.g. land, buildings)
☐ Loan secured by movable property
 ☐ Receivables & any other claims to payment
 ☐ Title documents (e.g. warehouse receipt, bill of lading)
 ☐ Financial assets (e.g. deposits, tradable securities, company shares)
☐ Loan backed by third party credit guarantee/continuing suretyship

☐ Intellectual Property
☐ Equipment
☐ Inventory
☐ Others (Please specify): _____

¹This information will solely be used to monitor information on business ownership/management in the country. Responses in this part will not affect the assessment and approval of your loan application.
²Subject to bank verification
³The size the firm is being collected for the BSP's monitoring purposes
⁴Additional borrower information such as but not limited to the following may be obtained using a separate sheet/form: co-borrower, dependents, questionnaire on politically exposed person (PEP) and Foreign Account Tax Compliance Act (FATCA)
⁵As may be applicable

FINANCIAL INFORMATION

Source of Funds for Repayment of Loans

☐ Revenue

☐ Asset Sale

☐ Savings and/or Investment

☐ Others (Please specify): _____

Existing Deposit and E-money Accounts (please indicate top 3 in terms of outstanding balance, use additional sheet if necessary)

Name of Financial Institution	Type of Account				Year Opened	Type of Account Ownership	
	<input type="checkbox"/> Savings	<input type="checkbox"/> Checking	<input type="checkbox"/> E-wallet	<input type="checkbox"/> Others (Please specify) _____		<input type="checkbox"/> Personal	<input type="checkbox"/> Business/Merchant
	<input type="checkbox"/> Savings	<input type="checkbox"/> Checking	<input type="checkbox"/> E-wallet	<input type="checkbox"/> Others (Please specify) _____		<input type="checkbox"/> Personal	<input type="checkbox"/> Business/Merchant
	<input type="checkbox"/> Savings	<input type="checkbox"/> Checking	<input type="checkbox"/> E-wallet	<input type="checkbox"/> Others (Please specify) _____		<input type="checkbox"/> Personal	<input type="checkbox"/> Business/Merchant

Existing Loans (please indicate top 3 in terms of loan amount, use additional sheet if necessary)

Name of Financial Institution	Loan Amount	Date Granted (mm/yyyy)				Maturity Date (mm/yyyy)				Outstanding Balance	Collaterals Offered (if applicable, indicate if real estate, movable property, etc.)
				/			/				
				/			/				
				/			/				

Existing Credit Cards (please indicate top 3 in terms of credit limit, use additional sheet if necessary)

Name of Financial Institution	Credit Limit	Outstanding Balance	Type of Ownership	
			<input type="checkbox"/> Personal	<input type="checkbox"/> Business
			<input type="checkbox"/> Personal	<input type="checkbox"/> Business
			<input type="checkbox"/> Personal	<input type="checkbox"/> Business

UNDERTAKING/DECLARATION

I/We hereby confirm that all information and supporting documents provided herein are true, accurate, and complete and I/we agree to notify the financial institution of any changes in any of the information supplied. The financial institution can withdraw or cancel any loan approval if any major information and supporting documents are found to be materially inaccurate.

I/We authorize the financial institution to obtain relevant information as it may require concerning this application.

I/We understand and agree that additional undertaking/declaration, not stated in this form, may be required by the financial institution.

I/We hereby agree that this application shall be subject to applicable laws (BSP circulars, rules and regulations) and policies of Maybank Philippines, Inc.

DATA PRIVACY CONSENT

In compliance with the requirements of the Data Privacy Act (DPA), I/we hereby authorize and give my/our consent to Maybank Philippines, Inc. on the general use and sharing of information obtained in the course of any transaction/s pursuant to my banking relationship with it. Personal information and sensitive personal information⁶ may be collected, processed, stored, updated, or disclosed by the bank:

a.

For legitimate bank-related purposes and requests,

b.

To implement transactions which the borrower requests, allows, or authorizes:

c.

To comply with the bank’s internal policies and its reporting obligations to government authorities under applicable laws; and

d.

To offer and provide new or related products and services of the bank, its affiliates and subsidiaries through mail, email, SMS, or other means of communication.

I/We confirm that I/we am/are aware that, in case of unlawful acquisition, inaccuracy, and error, I/we have the right to access, update, dispute, block, or correct certain personal information, or withdraw my/our consent to the use of any information provided herein, subject to the rights and limitations under the DPA.

I/We understand that this consent shall continue to be in effect for ____ years or until expiration of the records retention limits set by applicable banking laws, whichever comes later.

I/We further warrant that, prior to submitting to the financial institution any information (including personal information) of an individual, I/we have obtained all necessary authorizations and consents as may be required by applicable confidentiality and data privacy laws or agreement to enable bank to process such information.

I/We understand that should I/we wish to access, update, dispute, block, or correct certain information, or withdraw consent to the use of any of the information provided herein, subject to the rights and limitations under the DPA, I/we may communicate with the Maybank Philippines, Inc.’s Data Protection Officer at mpi.dataprivacy@maybank.com, and may lodge complaints with, and/or seek assistance from the National Privacy Commission.

I/We understand that my/our basic credit data, as well as any regular updates or corrections thereof, are mandated to be submitted to the Credit Information Corporation (CIC) pursuant to R.A. 9150 and its Implementing Rules and Regulations for consolidation and disclosure as may be authorized by the CIC.

Consequently, my/our basic credit data may thus be shared with the lenders authorized by the CIC, and other reporting agencies duly accredited by the CIC, for the purpose of establishing my/our creditworthiness.

I/We understand and agree that additional data privacy provisions, not stated in this form, may be required by the financial institution.

I/We have read and understood and consent to be bound by all the terms and conditions stated above.

Signature above Printed Name and Designation of Authorized Signatories

Date

Third pary credit guarantor and/or security grantor (i.e. a person or entity who grants a security interest in collateral to secure the obligation of the borrower)

Printed Name	Affiliation	Relationship with Borrower	Contact Information (address, contact number)

⁶Name, address, gender, age, marital status, contact details, birthday, SSS/GSIS, TIN, education, employment or financial or medical information, spouse details, preferences, behavior, and other information classified as “personal data”, “personal information”, or “sensitive personal information” under the DPA, an those of the borrower’s authorized representative/s, as well as accounts, transactions, and communications.

CHECKLIST OF SUPPORTING DOCUMENTS

The checklist enumerates the types of supporting documents that the borrower may present to facilitate the financial institution’s evaluation of the loan application. **Borrowers are not expected to provide all the listed documents but only those that are applicable to the loan application.**

After the initial loan application screening, additional information (using separate sheet or form) may be requested to further evaluate the loan application and the security being offered. The financial institution may also require additional documents, as deemed necessary.

For the financial institution to better consider the application, additional post-approval documents not specified in the list may be required, as applicable.

<div>Basic Documents</div> <div><div><input type="checkbox"/> Filled-out and signed application form</div><div><input type="checkbox"/> Clear copy of one (1) valid government-issued ID of authorized representative, if applicable</div><div><input type="checkbox"/> Board/Partnership Resolution or Secretary’s Certificate authorizing the loan and indicating the authorized person/s to transact with the bank and sign relevant documents</div><div><input type="checkbox"/> Special Power of Attorney, if applicable</div><div><input type="checkbox"/> Certificate of Registration with Farmers and Fisherfolk Enterprise Development Information System (FFEDIS)</div></div> <div>Proof of business registration and supporting documents <i>(Please check applicable item/s)</i></div> <div><div>Cooperative<div><input type="checkbox"/> Certificate of Registration with Cooperative Development Authority (CDA)</div><div><input type="checkbox"/> Certificate of Compliance, if applicable</div><div><input type="checkbox"/> List of elected officers</div></div><div>Partnership<div><input type="checkbox"/> Certificate of Registration with Securities and Exchange Commission (SEC)</div><div><input type="checkbox"/> Articles of Partnership</div></div><div>Corporation/One-person Corporation<div><input type="checkbox"/> Certificate of Registration with Securities and Exchange Commission (SEC)</div><div><input type="checkbox"/> General Information Sheet (GIS), if applicable</div><div><input type="checkbox"/> Latest amended Articles of Incorporation and By-Laws</div></div></div>
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FOR BANK REFERENCE ONLY

Philippine Standard Industrial Classification (PSIC)
A - Agriculture, Forestry & Fishing
B - Mining and Quarrying
C - Manufacturing
D - Electricity, Gas Steam and Air-conditioning Supply
E - Water Supply, Sewerage, Waste Management, and Remediation Activities
F - Construction
G - Wholesale & Retail Trade, Repair of Motor Vehicles & Motorcycles
H - Transportation & Storage
I - Accommodation & Food Services Activities
J - Information & Communication
K - Financial & Insurance Activities
L - Real Estate Activities
M - Professional, Scientific & Technical Activities
N - Administrative & Support Service Activities
O - Public Administration & Defense; Compulsory Social Security
P - Education
Q - Human Health & Social Work Activities
R - Arts, Entertainment and Recreation
S - Other Service Activities
T - Activities of Household as Employers; Undifferentiated Goods -and-Services- Producing Activities of Households for Own Use
U - Activities of Extraterritorial Organizations and Bodies