

GENERAL REQUIREMENTS



IN-HOUSE FINANCING

FOR COMPANIES/CORPORATIONS:

1. **Buyer's Information Sheet
2. **Application for In-House Financing Form
3. **Business Registration/Permit
4. **Income Tax Return (latest for the last 2 yrs)
5. **Audited Financial Statement
6. *Birth Certificate (if single)/
*Marriage Contract (if married)/
*Death Certificate (if widow/widower)
7. **ID Picture (1x1) - 2 pcs. (of company representative)
(if owner, including spouse if married)
8. *Two (2) Government IDs (of company representative)
(if owner, including spouse if married)
9. *Secretary's Certificate or Board Resolution (if applicable)
10. **General Information Sheet
11. **SEC Registration
12. **Articles of Partnership or Incorporation & By-Laws
13. *PEZA Registration

Note: * Initial document requirements upon reservation

** Document requirements upon full DP

FOR INDIVIDUAL BUYERS/SINGLE PROPRIETORSHIP:

1. **Buyer's Information Sheet
2. **Application for In-House Financing Form
3. **Business Registration/Permit
4. **Income Tax Return (latest for the last 2 yrs)
5. **Audited Financial Statement
6. *Birth Certificate (if single)/
*Marriage Contract (if married)/
*Death Certificate (if widow/widower)
7. **ID Picture (1x1) - 2 pcs. (of company representative)
(if owner, including spouse if married)
8. *Two (2) Government IDs (of company representative)
(if owner, including spouse if married)
9. **Payslip (current 2 months)
10. *PEZA Registration