



## APPLICATION FOR LOAN

Serial No.: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Tel/Mobile No.: \_\_\_\_\_  
 Membership ID Number: \_\_\_\_\_ TIN: \_\_\_\_\_ Email: \_\_\_\_\_ Facebook: \_\_\_\_\_

I hereby apply for a loan of \_\_\_\_\_ PESOS  
 (PHP \_\_\_\_\_) payable for a period of \_\_\_\_\_ months to be repaid in (daily, weekly, semi-monthly, monthly, bi-monthly or quarterly) installments of  
 \_\_\_\_\_ PESOS (PHP \_\_\_\_\_) plus interest at the rate of \_\_\_\_\_ %  
 a month / year straight / based on the unpaid balance.

**Purpose:** \_\_\_\_\_

**APPLICANT'S STATEMENT:**

APPLICANT

SPOUSE

Employer:		
Address:		
Telephone/Cellular Phone No.:		
Date Employed:		
Position:		
Monthly Salary/Estimated Income:		
Other Monthly Source & Income:*		
Total Monthly Expenses:**		
Net Disposable Income:		
Number of Dependents:		

Legend: \* - Specify sources and income      \*\* - Attach itemized expenses

Share Capital: ₱ \_\_\_\_\_ Time Deposit: ₱ \_\_\_\_\_ Regular Savings: ₱ \_\_\_\_\_ Other Savings: ₱ \_\_\_\_\_

I am indebted to the following creditors such as doctor's bills, installments, loans (including loans with DCCCO), etc. (Attach additional sheets, if necessary.)

Name of Creditor	Address of Creditor	Amount Owed	Due Date	Monthly Amortization

I hereby certify that all the statements above are true and correct to the best of my knowledge and ability and submitted for the purpose of obtaining a loan. Further, I hereby acknowledge and authorize: 1) the regular submission and disclosure of my basic credit data (as defined under Republic Act No. 9510 and its Implementing Rules and Regulations) to the Credit Information Corporation (CIC) as well as any updates or corrections thereof; and 2) the sharing of my basic credit data with other lenders authorized by the CIC, and credit reporting agencies duly accredited by the CIC.

Member's Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

**CO-MAKERS' STATEMENT:**

CO-MAKER 1

CO-MAKER 2

Name:		
Name of Spouse:		
Home Address:		
Telephone/Cellular Phone No.:		
Employer:		
Address:		
Telephone No.:		
Monthly Salary/Estimated Income:		
Other Monthly Source & Income:		
Total Monthly Expenses:		
Net Disposable Family Income:		
Number of Dependents:		
DCCCO ID No. / Share Capital:		

I hereby certify that all the statements above are true and correct to the best of my knowledge and ability.

Signature / Date Signed: \_\_\_\_\_

**For the Board of Directors/Credit Committee/CEO/Manager/Loans Officer/LPS (DO NOT FILL UP)**

Membership Classification:	Length of Membership <input type="text"/> _____ months <input type="text"/> _____ years	Type of Loan: <input type="checkbox"/> Provident <input type="checkbox"/> Productive
Collateral/s:		
Processed/Evaluated By / Date:		Remarks:
Verified By (Loans Officer) / Date:		Remarks:
<b>AMOUNT APPROVED:</b>	<b>DATE APPROVED:</b>	<b>APPROVED BY:</b>

**ASSIGNMENT OF SHARE CAPITAL AND DEPOSITS**

I, the undersigned, hereby assign my Share Capital, Time and/or Savings Deposits and subsequent deposits which I have or hereafter may have in Dumaguete Cathedral Credit Cooperative (DCCCO). This assignment hereby authorizes the DCCCO to apply any or all Share Capital and deposits to the payment of said loan and interest, service fees, fines and all other costs and expenses when the loan becomes past due. In case my Share Capital and deposits are applied as payment for my delinquent loan/s, my membership will be deemed automatically terminated. If there is any deficiency, DCCCO has the right to collect the same. However, if the share capital is more than the outstanding balance of the loan plus interest and penalties, the excess shall be retained as share capital.

This assignment is governed by Article 59 of Republic Act No. 9520, otherwise known as the Philippine Cooperative Code of 2008, which states "Notwithstanding the provision of any law to the contrary, a cooperative shall have a primary lien upon the capital, deposits and interest of a member for any debt due to the cooperative from such a member."

\_\_\_\_\_  
Signature Over Printed Name of **Borrower**

With my conformity:

\_\_\_\_\_  
Signature Over Printed Name of **Spouse**

**PROMISSORY NOTE**

Loan Amount: \_\_\_\_\_ Date of Release: \_\_\_\_\_ Date of Maturity: \_\_\_\_\_

For value received, I/We jointly and severally promise to pay to the DUMAGUETE CATHEDRAL CREDIT COOPERATIVE (DCCCO) or order the sum of \_\_\_\_\_ (P. \_\_\_\_\_) with interest at the rate of \_\_\_\_\_ % a month / year straight/based on the unpaid balance, payable in \_\_\_\_\_ installment of \_\_\_\_\_ (P. \_\_\_\_\_). I pledge to pay the first installment to be made on \_\_\_\_\_ and a like amount every \_\_\_\_\_ thereafter until full amount has been made. Installment in arrears/default shall make us liable to pay, in addition to the interest, a penalty of \_\_\_\_\_ % per month.

In case of default in payment for at least three (3) months or its equivalent, the entire loan balance is considered past due. Each party to this note, whether as maker, co-maker, endorser or guarantor, severally waives presentment of payment demand, protest and notice of protest and dishonor of the same.

It is further agreed by the parties hereto that in case payment shall not be made at maturity, the debtor shall pay \_\_\_\_\_ % of the balance as service fee, the cost of collection and attorney's fees in the amount equal to twenty per cent (20%) of the principal, interest and fines due on this note, the total of which shall be in no case to be less than FIVE HUNDRED PESOS (P500.00).

In case of judicial execution of this obligation or any other part thereof, the debtor waives all his rights under the provisions of Rule 3, Section 13 and Rule 39, Section 12 of the Rules of Court.

\_\_\_\_\_  
Signature Over Printed Name of **Borrower**

\_\_\_\_\_  
Signature Over Printed Name of **Co-Maker 1**

With my conformity:

\_\_\_\_\_  
Signature Over Printed Name of **Spouse**

\_\_\_\_\_  
Signature Over Printed Name of **Co-Maker 2**

**ACKNOWLEDGMENT**

REPUBLIC OF THE PHILIPPINES )  
PROVINCE OF NEGROS ORIENTAL )S.S.  
CITY OF DUMAGUETE

BEFORE ME, this \_\_\_\_\_ day of \_\_\_\_\_, 2013 at Dumaguete City, Negros Oriental, Philippines, personally appeared before me: \_\_\_\_\_ with \_\_\_\_\_ ID Number \_\_\_\_\_, \_\_\_\_\_ with \_\_\_\_\_ ID Number \_\_\_\_\_ and \_\_\_\_\_ with \_\_\_\_\_ ID Number \_\_\_\_\_, issued in \_\_\_\_\_ City, known to me to be the same persons who executed the foregoing instrument and acknowledged to me that the same is their free, voluntary act and deed.

This instrument, consisting of \_\_\_\_\_ ( ) pages, including this page where this page where this acknowledgment is written, has been signed by the parties and their instrumental witnesses on each and every page.

\_\_\_\_\_  
Notary Public

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_