



# Early Occupancy Application Form

Project Name:		Unit No.:
Amount Applied	Term Applied	Parking Slot No.:

## PRINCIPAL BUYER'S INFORMATION

Mr. [ ] Mrs. [ ] Ms. [ ] (Family)		(First)	(Middle)	Birthdate	Age
Name					
Taxpayer Identification Number		Citizenship		Civil Status	
		ACR No.		<input type="checkbox"/> Single	<input type="checkbox"/> Widow
		No. of Dependents		<input type="checkbox"/> Married	<input type="checkbox"/> Legally Separated
Residence Address (No., Street, Subdivision/District, Municipality/City, Zip Code)					
Mailing Address (No., Street, Subdivision/District, Municipality/City, Zip Code)					
Residence Ownership Status		Email Address		Contact Number / s	
<input type="checkbox"/> Owned	<input type="checkbox"/> Living with Parents/Relatives				
<input type="checkbox"/> Rented	<input type="checkbox"/> Others				

## Employment or Business Information

Employer / Business Name		Years in Work / Business	
		Current	
Employer / Business Address (No., Street, Subdivision/District, Municipality/City)			
Designation / Position	Email Address of Office/Employer		Office/Employer Tel Numbers
Monthly Salary / Income			

## Contact Information of Relative in the same Country (If Abroad) or SPA/Relative in the Philippines

(Family)		(Given)	(Middle)	Birthdate	Age
Name					
Taxpayer Identification Number		Citizenship		Contact Number / s	
		ACR No.			
Relationship	Email Address		Contact Numbers		
Address (No., Street, Subdivision/District, Municipality/City)					
Mailing Address (No., Street, Subdivision/District, Municipality/City, Zip Code)					

## BUYER / S FINANCIAL INFORMATION:

### DEPOSIT ACCOUNT

Type	Bank / Branch	Account Number	Approximate Balance

### CREDIT CARDS

Name of Issuer	Card Number	Credit Limit	Member Since

I / We certify that all information furnished herein are true and correct to the best of my / our knowledge. I/We authorize SMDC/SMSY/VLI/GLC or its subsidiaries to verify and investigate the information provided by me/us herein from whatever sources it may consider appropriate, including the references which I/we have identified herein. I/WE hereby authorize the references identified herein to provide SMDC/SMSY/VLI/GLC or its subsidiaries with any information which may be required by SMDC/SMSY/VLI/GLC or its subsidiaries for the purpose of verifying the accuracy and completeness of my/our declaration and the processing of my/our Application.

BUYER / S:

\_\_\_\_\_

SIGNATURE OVER PRINTED NAME

\_\_\_\_\_

DATE

**Disclaimer: All acquired information are confidential and SMDC reserves the right not to disclose it.**

## REQUIREMENTS

Local Clients	Overseas Clients
Completely filled-out Application Form	Completely filled-out Application Form
Proof of Billing on Address (electric bill, water bill, phone bill)	Proof of Billing on Address (electric bill, water bill, phone bill)
Complete PDCs	Complete PDCs by means of opening a checking account in the Phils.
Photocopy of 2 valid IDs	Photocopy of Passport and working visa
<b>If Employed</b>	<b>If Employed/Informal Employment or Retired</b>
Certificate of Employment	Certificate of Employment or Letter from Employer supporting employment (OFW)
Latest 2 successive payslip	Latest 2 successive Payslip if applicable
Latest ITR	Latest ITR if applicable
Optional: Latest Bank Statement or Certification of Deposit stating 6 mos. Average Daily Balance	Retirement Funding Documents
	Proof of Remittance
<b>If Self-Employed</b>	<b>If Self-Employed</b>
DTI Registration/Sec Papers-Articles of Incorporation	Business Registration Overseas
Latest 2 year comparative Financial Statements	Latest 2 year comparative Financial Statements
Latest ITR	Latest Tax Declaration Overseas
Latest Bank Statement or Certificate of Deposit (6 mos ADB)	Latest Bank Statement or Certificate of Deposit stating 6 mos. ADB

**\*\* PDCs to follow upon Approval**