

To : \_\_\_\_\_ (Name of Borrowers)

Subject : **LOAN APPLICATION CHECKLIST**

Property Registered Owner : \_\_\_\_\_

Property Address : \_\_\_\_\_

Property Purchase Price : \_\_\_\_\_

Property Type : \_\_\_\_\_

Date of Purchase : \_\_\_\_\_

Please submit the following documents to your Personal Banker :		Submitted
1	NRIC/Passport of all applicants and owners	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
2	Latest computerized payslip	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
3	Latest IR8A Form/Tax Return	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
4	12 months CPF Contribution History	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
5	2 years Tax Return (self-employed)	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
6	2 years Commission Statement (commission-based)	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
7	Option to Purchase (for New Purchase)	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
8	Past 6/12months' Loan Account Statement of Existing Mortgage form Bank/HDB (for Refinancing)	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
9	Latest CPF Statement of Account (if CPF usage is involved)	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
10	Latest CPF Withdrawal Statement for Existing Property to be Refinanced (if applicable)	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
11	Latest CPF Withdrawal Statement for Existing Property to be Sold (if applicable)	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
12	Option for Sale of Existing Property (if applicable)	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
13	Tenancy Agreement (if available)	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
14	Title Deed Copy (if property is unencumbered)	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
15	Housing Agent Referral Form	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>
16	Valuation report (for HDB properties)	Yes <input type="checkbox"/> Date: _____ No <input type="checkbox"/>