



Pag-IBIG MULTI-PURPOSE LOAN APPLICATION FORM (MPLAF)

(TO BE FILLED OUT BY APPLICANT)

APPLICATION No. _____

Type or print entries

LAST NAME	FIRST NAME	MIDDLE NAME	MAIDEN NAME (For married women)	DESIRED LOAN AMOUNT <input type="checkbox"/> MAX OF 60% (24-59 MOS.) <input type="checkbox"/> MAX OF 80% (AT LEAST 120 MOS.) <input type="checkbox"/> MAX OF 70% (60-119 MOS.) <input type="checkbox"/> OTHER AMOUNT, PLS. SPECIFY _____
HOME ADDRESS (Pls. indicate complete address)				GENDER <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE CIVIL STATUS <input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> WIDOW/ER <input type="checkbox"/> LEGALLY SEPARATED <input type="checkbox"/> ANNULLED
MOTHER'S MAIDEN NAME				EMPLOYEE No. _____ MOBILE PHONE No. _____ HOME TEL. No. _____ TIN _____
BIRTHDATE mm dd yyyy	BIRTHPLACE			Pag-IBIG ID No. _____ SSS/GSIS ID No. _____
COMPANY/EMPLOYER NAME				FOR AFP EMP-SERIAL/ACCOUNT No. _____ FOR DECS EMP - DIV. CODE/STATION CODE/ EMPLOYEE No. _____
COMPANY/EMPLOYER ADDRESS (Pls. indicate complete address)				OFFICE TEL. NO. _____ TYPE OF LOAN <input type="checkbox"/> NEW <input type="checkbox"/> RENEWAL LOAN PURPOSE <input type="checkbox"/> PAYMENT OF HOUSING LOAN ARREARAGES <input type="checkbox"/> OTHER HOUSING-RELATED <input type="checkbox"/> NON-HOUSING RELATED

EMPLOYMENT HISTORY FROM DATE OF Pag-IBIG MEMBERSHIP (Use another sheet if necessary)

NAME OF EMPLOYER	ADDRESS	FROM (Mo./Yr.)	TO (Mo./Yr.)

IN THE EVENT OF THE APPROVAL OF MY APPLICATION FOR MULTI-PURPOSE LOAN, I HEREBY AUTHORIZE Pag-IBIG FUND TO CREDIT MY LOAN PROCEEDS THROUGH MY PAYROLL BANK ACCOUNT THAT I HAVE INDICATED ON THE RIGHT PORTION.

SIGNATURE OF APPLICANT _____

MEMBER'S PAYROLL BANK ACCOUNT NO. _____
NAME OF BANK BRANCH (Where member maintains payroll account) _____
BANK ADDRESS _____

APPLICATION AGREEMENT

In consideration of the loan that may be granted by virtue of this application subject to the pertinent provisions of the Implementing Rules and Regulations of the Pag-IBIG Fund, I hereby waive my rights under R.A. No. 1405 and authorize Pag-IBIG Fund to verify/validate my payroll account number. Furthermore, I hereby authorize my present employer or any employer with whom I may get employed in the future, to deduct the monthly Pag-IBIG contribution and amortization due from my salary and remit the same to Pag-IBIG Fund. If the resulting monthly net take home pay after deducting the computed monthly amortization on MPL falls below the monthly net take home pay as required under the GAA/company policy, I authorize Pag-IBIG Fund to compute for a lower loanable amount.

Should I be classified as having an outstanding housing loan account in arrears for more than 9 months upon loan application but said account is not yet cancelled or foreclosed, I hereby assign the proceeds of the loan to Pag-IBIG Fund and authorize the latter to apply the said proceeds to the payment of my housing loan arrears.

I understand that should I fail to pay the monthly amortization due, I shall be charged a penalty of 1/2% of any unpaid amount for every month of delay.

I further authorize my employer to deduct the outstanding balance of my MPL from my retirement and/or separation pay and remit the same to Pag-IBIG Fund. This authorization is irrevocable until such time that the said loan is fully paid.

In the event my retirement and/or separation pay is not sufficient to settle the outstanding balance of my MPL or my employer fails, for whatever reason, to deduct the same from said retirement and/or separation pay in settlement of the outstanding balance of my MPL, I hereby authorize Pag-IBIG Fund to apply whatever benefits are due me from the Fund to settle the said obligation.

I certify that the information given and any or all statements made herein are true and correct to the best of my knowledge and belief. I hereby certify under pain of perjury that my signature and thumbmarks appearing herein are genuine and authentic.

Signature of Applicant over Printed Name _____

COM. TAX CERT. NO. _____

ISSUED ON _____ AT _____

LEFT THUMBMARK OF APPLICANT _____

RIGHT THUMBMARK OF APPLICANT _____

DESIGNATION _____

EMPLOYER SSS/ GSIS NO. _____ AGENCY CODE _____ BRANCH CODE _____

PROMISSORY NOTE

For value received, I promise to pay on due date without need of demand to the order of Pag-IBIG Fund with principal office at the Atrium of Makati, Makati Ave., City of Makati the sum of Pesos: _____

(P. _____) Philippine Currency, with the interest rate of 10.75% p. a. for the duration of the loan.

I hereby waive notice of demand for payment and agree that any legal action, which may arise in relation to this note, may be instituted in the proper court of Makati City.

Finally, this note shall likewise be subject to the following terms and conditions:

- The borrower shall pay the amount of Pesos: _____ (P. _____) through payroll deduction over a period of 24 months. In case of resignation/separation from the employer, suspension from work, leave of absence without pay, or insufficient monthly net take home pay prior to full payment of this loan, monthly/full payments should be made directly to the Pag-IBIG Fund office where the loan was released.
- Payments are due on or before the _____ of the month starting on _____ and 23 succeeding months thereafter.
- Payments made by the borrower after due date shall be applied in the following order of priorities: Penalties, interest, and principal.
- A penalty of 1/2% of any unpaid amount shall be collected from the borrower for every month of delay.

Signed in the presence of:

Witness (Signature over Printed Name) _____

Witness (Signature over Printed Name) _____

Signature of Applicant over Printed Name _____

THIS PORTION IS FOR Pag-IBIG FUND USE ONLY

PARTICULARS	NONE	WITH	DV/CHECK NO. / APPLICATION NO.	DATE FILED / DV NO.	VERIFIED	DATE
CLAIMS						
HOUSING LOAN						
MPL						

LOAN APPROVAL

LOAN AMOUNT GRANTED	INTEREST	PREVIOUS LOAN BALANCE	LOAN PROCEEDS	MONTHLY AMORT
REVIEWED BY	DATE	APPROVED BY	DATE	DISAPPROVED BY

CERTIFICATE OF NET PAY

NAME OF BORROWER

For the month of: _____

Add: Allowances

Gross Monthly Income _____

Less: Deductions

Total Deductions _____

Net Monthly Income _____

Issued this _____ day of _____, 20__.
I certify under pain of perjury that the above-mentioned information is true and correct.

HEAD OF OFFICE/AUTHORIZED REPRESENTATIVE
(Signature over printed name)

GUIDELINES AND INSTRUCTIONS

A. Who May File

Any Pag-IBIG member who satisfies the following requirements may apply for a multi-purpose loan (MPL):

1. The member has made at least 24 monthly contributions.
2. The monthly net take home pay requirement of government employees shall be subject to the rules and regulations as provided for in the General Appropriations Act (GAA). On the other hand, the monthly net take home pay of employees working with the private sector shall be based on their respective company policies, if there is any.
3. Members with active Fund membership at the time of application with commitment from both the employee and employer to continuously remit contributions at least for the term of the loan.
4. For members who have withdrawn their membership contributions due to membership maturity, the reckoning date of the updated 24 monthly contributions shall be the first monthly contribution following the month the member qualified to withdraw his Pag-IBIG contributions.
5. For members who have active contributions under both the Pag-IBIG I and Pag-IBIG II, the membership contributions under Pag-IBIG II shall be considered to meet the required 24 monthly contributions.
6. A member with an outstanding Pag-IBIG housing loan that is not more than 9 months in arrears and is not yet cancelled or foreclosed.
7. A member with an outstanding Pag-IBIG housing loan that is more than 9 months in arrears but is not yet cancelled or foreclosed may be allowed to avail of an MPL, provided that the purpose of the MPL is to update his/her housing loan arrearages. The MPL proceeds to be applied to the housing loan arrearages shall be subject to the applicant's loan entitlement.

B. How to File

The applicant shall:

1. Secure the Pag-IBIG Multi-Purpose Loan Application Form (MPLAF) from any Pag-IBIG Fund NCR/Provincial branch.
2. Accomplish 1 copy of the application form.
3. Under PACSVAL/PDDTS releasing, attach photocopy of passbook or Automated Teller Machine (ATM) card reflecting the account name and bank account number.
4. Submit complete application, together with the required documents to any Pag-IBIG Fund NCR/Provincial Branch. Processing of loans shall commence only upon submission of complete documents.

C. Loan Features

1. Loan Amount

The loanable amount shall depend on the number of contributions made, based on the following schedule:

Number of Contributions	Loan Amount
24 to 59 months	Up to 60% of the TAV
60 to 119 months	Up to 70% of the TAV
At least 120 months	Up to 80% of the TAV

2. Interest

The loan shall bear an interest rate of 10.75% p. a. for the duration of the loan.

3. Manner of Release of Loan

The loan proceeds shall be released through a check payable to the borrower or shall be credited to the borrower's bank account through the LANDBANK's Payroll Credit Systems Validation (PACSVAL) and Philippine Domestic Dollar Transfer System (PDDTS) facilities, and other similar modes of payment.

However, for MPL used as payment of housing loan arrearages, the check shall be made payable to Pag-IBIG Fund for the account of the member-borrower.

Unclaimed checks shall be mailed to the member-borrower after 3 days from the DV/check date

4. Loan Term

The loan shall be paid over a maximum period of 24 months, plus the applicable grace period of 2 months for local accounts and 5 months for centralized accounts. Centralized accounts shall refer to employers that prepare the payroll in advance, usually at the head/central office. All other accounts not falling under the category of centralized accounts shall be classified as local accounts.

5. Loan Payments

The loan shall be paid in equal monthly amortizations in such amounts as may fully cover the loan obligation. For Employed Members, payments shall be made thru salary deduction. For Voluntary Members/Individual Payors, payments shall be made through any of the following modes: a. Over-the-counter; b. Auto-debit arrangement with banks; c. Other mode of payment that Pag-IBIG Fund may adopt in the future.

Remittance of MPL amortizations by government and private employers shall commence on the 3rd month following the date on the DV/Check for local accounts and on the 6th month for centralized accounts. It shall be in accordance with the following schedule:

First Character of Employer's Name	Due Date
A to D	10 th to 14 th day of the month
E to L	15 th to 19 th day of the month
M to Q	20 th to 24 th day of the month
R to Z, and Numeral	25 th to end of the month

For Voluntary Members/Individual Payors, payments shall be remitted to the Fund on or before the 15th day of each month, beginning on the 3rd month following the date on the DV/Check.

A penalty of 1/2% of any unpaid amount shall be charged to the borrower for every month of delay. However, for borrowers paying their loans through automatic salary deduction, penalties shall be cancelled/reversed only upon presentation of proof that non-payment was due to the fault of the employer. The said penalties shall then be charged against the employer.

The member may fully pay the outstanding balance of the loan prior to loan maturity. Should any of the following instances arise, the borrower shall pay directly to any Pag-IBIG Fund office:

- a. Separation from employer;
- b. Suspension from work;
- c. Leave of Absence without pay;
- d. Insufficiency of take home pay

In case of separation from employer, the borrower may opt to pay thru his new employer, after notifying the Fund of his change of employer.

6. Application of Payment

Payments made after the due date shall be applied according to the following order of priorities:

- a. Penalties
- b. Interest
- c. Principal

D. Loan Renewal

A borrower may renew his MPL upon payment of at least 6 amortizations. The outstanding balance together with any accumulated interests, penalties and charges shall be deducted from the proceeds of the new loan. In case of full payment prior to loan maturity, a borrower shall be allowed to apply for a new loan any time.