

Date: \_\_\_\_\_

**Request for Statement/Certification and Authorization to Debit**

This is to request for the following statement/s and certification/s for my     housing         auto loan     account under **Loan**

**Account Number (LAN)** \_\_\_\_\_ for the ff. **purpose:** \_\_\_\_\_

<input type="checkbox"/>	<b>Statement of Account to Fully Pay</b> Computation of the amount needed to be paid to settle loan in full	P 300	1-2 days
<input type="checkbox"/>	<b>Certificate of Full Payment</b> Certification that loan has already been fully paid and closed	P 300	1-2 days
<input type="checkbox"/>	<b>Certificate of Balance</b> Certification of loan details, including due date, loan term and collateral description	P 300	1-2 days
<input type="checkbox"/>	<b>History of Payment</b> Statement indicating all previous loan payments and application to principal	P 300	1-2 days
<input type="checkbox"/>	<b>Amortization Schedule</b> Statement indicating future amortizations due and application to interest and principal	P 300	1-2 days
<input type="checkbox"/>	<b>OR/ CR Certification</b> Certification of original Official Receipt and Certificate of Registration in the Bank's custody (auto loans only)	P 300	2-3 days
<input type="checkbox"/>	<b>Certified True Copy of TCT/CCT</b> Certified true copy of the original title in the Bank's custody (housing loans only)	P 300	2-3 days
<input type="checkbox"/>	<b>Certified True Copy of Loan Documents</b> Certified true copy of any loan-related documents including mortgage loan agreement, etc.	P 300	2-3 days
<input type="checkbox"/>	<b>Certificate of Interest Paid</b> Certification indicating interest paid and outstanding principal balance for a specific period, used for BIR reporting purposes. Please specify required period _____	P300	2-3 days
<input type="checkbox"/>	<b>History of Application of Payment</b> Detailed statement indicating all previous payments and application to interest, principal and other fees	P 300	4-5 days
<input type="checkbox"/>	<b>Others, please specify</b> _____		

**Preferred Mode of Delivery:**

<input type="checkbox"/>	<b>For pick-up at</b> _____	Free
<input type="checkbox"/>	<b>Send to my e-mail address</b> E-mail address _____	Free
<input type="checkbox"/>	<b>Deliver to the nearest BPI branch</b> Preferred BPI branch _____	P100
<input type="checkbox"/>	<b>Deliver to my mailing address</b> Mailing address _____	P100

**This is also to authorize the Bank to debit the corresponding processing fee and delivery fee from:**

- my enrolled ADA account
- BPI Savings / Current Account # \_\_\_\_\_

\_\_\_\_\_ (Signature  
over Printed Name)

**Borrower/Authorized Representative**

Contact Number/s: \_\_\_\_\_

Note: Attach copy of valid ID

<p><b>For bank's use:</b> Signature verified by: _____ (Signature over Printed Name)</p>
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