LIST OF REQUIREMENTS

For all applications:
- Completely filled-out and signed PSBank Forms
  - Offer to Buy Form
  - Buyer's Information Sheet
- Home Loan Application form (if applicable)
- Two (2) Valid photo-bearing IDs with signature
- Copy of marriage contract (if married)
- Special Power of Attorney (if applicable - shall be submitted once the home loan application has been approved)

If applicant is in business or in professional practice:
- Latest BIR Form 1701 or 2317 with attached Audited Financial Statement with BIR Stamp

If applicant is employed:
- Latest Certificate of Employment
- Latest Income Tax Return or BIR Form 2316, 2306, 2307, or 1700

If applicant is an OFW:
- Any of the following:
  - Consularized Certificate of Employment
  - Job Contract
  - Proof of Remittance for the past 3 months
  - Active PSBank OFW Account
  - Philippine based Loan Administrator and Co-maker with source of income (to submit same requirements as applicant)

If applicant is an Immigrant:
- Latest Certificate of Employment and any of the following:
  - Latest Income Tax Return
  - Proof of Remittance for the past 3 months
  - Active PSBank OFW Account
  - Payslips for the past 3 months
  - Philippine based Loan Administrator and Co-maker with source of income (to submit same requirements as applicant)

If applicant is a Foreign National:
- Passport (unexpired) issued by the country of origin and
Any one (1) of the following, one of which must have customer’s photo and signature:
  - Alien Certificate of Registration (ACR) I-Card
  - Philippine Gov’t issued-IDs
  - Credit Card with or without photo, issued by Major Credit Card Companies
  - Immigrant visa issued by the foreign government in the country of residence
  - A certificate of residency issue by the Philippine Embassy or Consulate in the foreign country of residence
  - Special Resident Retiree’s Visa (SRRV)
  - Special Immigrant Retiree’s Visa (SIRV)
  - Investment Visa
  - Student Visa
  - Alien Employment Permit issued by the Department of Labor and Employment

For Corporate Buyers:
- Original Board Resolution and/or Secretary’s Certificate authorizing the purchase and appointing the signatory for the corporation
- SEC Registration
- Articles of Incorporation and By-laws
- Latest Income Tax Return (BIR Form 1702)
- Latest Audited Financial Statement
- Photocopy of valid ID of the signatory
- Community Tax Certificate of the company and signatory
- Tax Identification Number of the company and signatory