

DOCUMENTARY REQUIREMENTS

Section I.

Requirements upon Reservation (All Buyers)	Due on Reservation Date:
<input type="checkbox"/> Reservation Fee (Cash or Check - Date of Reservation) <input type="checkbox"/> 2 valid ID's w/ 3 specimen signatures <input type="checkbox"/> Tin No./Tin ID	<input type="checkbox"/> Completely filled up and signed (All of the following): <input type="checkbox"/> Client Registration Form (CRF) <input type="checkbox"/> Buyer's Information Form (BIF) <input type="checkbox"/> Official Computation Sheet (OCS) <input type="checkbox"/> Documentary Requirements (DR) <input type="checkbox"/> Reservation Agreement (RA)

Section II.

Requirements within 7 Days* - Employed Locally, Self Employed, or With Business	Due for Submission on:
<i>*If OFW, for Submission within 15 Days from Reservation Date</i>	
<input type="checkbox"/> Proof of Income (Any of the following): <input type="checkbox"/> Pay slip <input type="checkbox"/> Certificate of Employment <input type="checkbox"/> Job Contract <input type="checkbox"/> Bank Statement	<input type="checkbox"/> Proof of Billing (Any of the following) <input type="checkbox"/> Telephone Bill/Cellphone <input type="checkbox"/> Water Bill <input type="checkbox"/> Electricity Bill <input type="checkbox"/> Cable Bill

Section III.

Requirements within 30 Days - Employed Locally, Self Employed, or With Business	Due for Submission on:
<i>*If OFW, for Submission within 45 Days from Reservation Date</i>	
A. Requirements for All Buyer Types <input type="checkbox"/> 4 pcs 1 x 1 ID Pictures <i>(Principal Borrower, Spouse, SPA if applicable)</i>	
<input type="checkbox"/> Photocopy of: (any of the following or all) <input type="checkbox"/> Birth Certificate, if Single <input type="checkbox"/> Marriage Contract, if Married <input type="checkbox"/> Death Certificate, if Widow <input type="checkbox"/> Annulment/Divorce Papers (With Court Order & Finality), if Legally Separated	
B. Requirements per Buyer Type	
<input type="checkbox"/> Locally Employed <input type="checkbox"/> Original Certificate of Employment & Compensation <input type="checkbox"/> Latest 1 month Pay slip Latest ITR/W2	<input type="checkbox"/> OFW <input type="checkbox"/> Photocopy of Passport -If Spa Form is Notarized (showing entry and exit stamped) <input type="checkbox"/> Proof of remittance for the past 6 months <input type="checkbox"/> Job Contract (authenticated/ <input type="checkbox"/> If seaman with POEA Stamp(60 days) <input type="checkbox"/> Special Power of Attorney <input type="checkbox"/> Working abroad but currently in the Philippines <input type="checkbox"/> Notarized SPA Form (45 Days) <input type="checkbox"/> Working and Currently Abroad <input type="checkbox"/> Consularized SPA Showing Visa Status (60 Days) <input type="checkbox"/> Payslip <input type="checkbox"/> Coe
<input type="checkbox"/> Self Employed/with Business <input type="checkbox"/> Photocopy of DTI Permit <input type="checkbox"/> Bank Statement (average daily balance for the last 6 months) <input type="checkbox"/> Passbook <input type="checkbox"/> Certificate of Registration <input type="checkbox"/> Business Permit <input type="checkbox"/> Professional License (if Applicable) <input type="checkbox"/> To Be Submitted 6 Months Before Turn-over <input type="checkbox"/> Audited Financial Statement <input type="checkbox"/> Latest Income Tax Return with Official Receipt (Photocopy) <input type="checkbox"/> Bank Certificate (Certified True Copy)	

Section IV.

THE FOLLOWING DOCUMENTS MUST BE RESUBMITTED ONCE THEY EXPIRE	
A. Requirements for All Buyer Types <input type="checkbox"/> Proof of Income (Any of the following): <input type="checkbox"/> Pay slip <input type="checkbox"/> Certificate of Employment	
<input type="checkbox"/> Proof of Billing (Any of the following): <input type="checkbox"/> Telephone Bill/Cellphone <input type="checkbox"/> Water Bill <input type="checkbox"/> Electricity Bill <input type="checkbox"/> Cable Bill	
B. Requirements per Buyer Type	
<input type="checkbox"/> Locally Employed <input type="checkbox"/> Certificate of Employment <input type="checkbox"/> 3 Months updated payslip	<input type="checkbox"/> OFW <input type="checkbox"/> Special Power of Attorney <input type="checkbox"/> Job Contract (authenticated)
<input type="checkbox"/> Self Employed/ with Business <input type="checkbox"/> Business Permit <input type="checkbox"/> Professional License (if Applicable) <input type="checkbox"/> Bank Statement (average daily balance for the last 6 months)	

IMPORTANT REMINDERS:

- Buyer shall re-submit the necessary documents six (6) months before Turn-over Period of unit (re-documentation for expired documents only).
- Non-compliance of required documents within the maximum period prescribed as shown in the "Due for Submission" dates above in sections I, II and III shall be subject for cancellation of reservation and forfeiture of all payments made.

I/We undertake to submit the complete requirements listed above within the specified period of compliance as seen in the "Due for Submission" dates above in sections I, II and III. Failure on my part to comply all required documents shall result to cancellation and forfeiture of our reservation fee and other payments made with Euro towers International, Inc.

CONFORME:

Buyer or SPA (Signature on top of name)

DATE

I/We hereby certify that I/We understand all the requirements and that I/we personally explained and discussed all the Documentary Requirements together with the Reservation Agreement and the Official Computation Sheet.

Seller (Signature on top of name)

DATE