

4. SECURITY DETAILS FOR LOAN

(A) Please provide the following details of the property to be extended/renovated/improved/repared:

(i) Lot No. _____ (ii) Section/Block _____

(iii) District _____

(B) State how arrangements can be made for inspection of property:-

(i) _____

(ii) Phone No. to call - (iii) Name of person to contact _____

(C) Total estimated cost of extensions/renovations/improvements/repairs to the building:

(Please attach contractor's quotation or itemised costing of extensions/renovations/improvements/repairs/extra works.)

5. INCOME & EXPENDITURE

(A) (i) Present Monthly Basic Salary _____ (ii) Regional Allowance _____

(B) Current deductions from your salary

(i) Vehicle _____

(ii) Refrigerator _____

(iii) Co-operative _____

(iv) Rent _____

(v) Housing Loan _____

(vi) Others _____

6. PREVIOUS SUBSIDISED LOAN

As you and/or your spouse have/has previously been approved loan(s) under the State Government/Statutory Authority subsidised housing loan scheme, please provide the following information:-

(A) First Loan

(B) Second Loan

(i) Account No _____

(i) Account No. _____

(ii) Approval Date _____

(ii) Approval Date _____

(iii) Total Loan Approved _____

(iii) Total Loan Approved _____

(Including Single Premium of) _____

(Including Single Premium of) _____

(iv) Commencement date of monthly repayment _____

(iv) Commencement date of monthly repayment _____

(v) Has the loan been fully paid up? Yes No
If YES, please state

(v) Has the loan been fully paid up? Yes No
If YES, please state

(a) Date the loan was fully repaid _____

(a) Date the loan was fully repaid _____

(b) Amount paid on redemption _____

(b) Amount paid on redemption _____

(c) Has property been sold? Yes No

(c) Has property been sold? Yes No

7. PARTICULARS OF SPOUSE AND FAMILY

- (A) (i) Name of spouse _____
 (ii) Occupation _____ (iii) Net salary per month _____
 (iv) Name and Address of Employer _____

 (v) Office Tel. No. (vi) Fax No.
 (B) Number and ages of children _____

8. YOUR DECLARATION

I hereby declare that all the above information provided are correct and true and I agree that the information provided shall form the basis of any arrangements as to the loan advance (if any) approved by the Company to me.

I hereby declare that I am not an undischarged bankrupt.

I hereby agree that this application is made on the understanding that the loan approval is not guaranteed by the acceptance of the application by the Company and that the Company may reject the application without assigning any reason for doing so.

I hereby further agree that this application is to be considered by the Company under the terms and conditions of my Employer's Housing Loan Scheme, which I have read and agreed with. I have also complied with all the terms and conditions under my Employer's Housing Loan Scheme, and am eligible to submit this application under the said Scheme.

Signature of Applicant _____ Date _____

9. DOCUMENTS REQUIRED FROM YOU

- | | | |
|----|-------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| 1. | 2 certified true copies of Identity Card | <input type="checkbox"/> |
| 2. | Copy of latest salary slip | <input type="checkbox"/> |
| 3. | Copy of your spouse latest salary slip/Form J (if applicable) | <input type="checkbox"/> |
| 4. | Contractor's quotation or itemised costing of renovations/extensions/improvements/repairs/extra works * including sketch plan | <input type="checkbox"/> |
| 5. | Copy of approved plans (for proposed extensions and renovations) | <input type="checkbox"/> |
| 6. | Copy of Insurance Policy (if using life insurance) | <input type="checkbox"/> |

*(For State Government Officers, works completed prior to application cannot be considered)

10. FOOTNOTES

- Applicants are reminded that in addition to the monthly repayments to this Company, they are obliged to meet the usual periodic outlays payable by property owners, e.g. fire insurance premium, house assessment, land rent etc.
- Attention is drawn to the importance of submitting proper plans, specifications and ensuring that they have been approved by the appropriate Local Authority before submission.
- Applicants are advised that if they enter into a building contract or any other similar commitment before receiving written advice of the Company's final approval, they do so at their own risk.
- Applicants are reminded to comply with all the applicable terms and conditions under their Employers' Housing Loan Schemes prior to submitting their additional housing loan applications.
- The Surveyor's Report is confidential to the Company

CERTIFICATE OF APPLICANT'S HEAD OF DEPARTMENT

(Before completing this Certificate the Head of Department should ensure that all information have been properly provided by the applicant as required by State Financial Secretary's Circular Nos. 2/80, 2/81, 2/84 and 3/97 and/or Employer's Housing Loan Scheme as well as the Employer's Guarantee Scheme, if applicable.)

NAME OF APPLICANT: _____

I hereby certify that I have examined the above application and I am satisfied that, to the best of my knowledge and belief, the above statements and information provided are correct, and that the applicant, on account of his/her duties now or in the future, has adequate grounds for owning the property in question, requires it for his/her own occupation and is likely to be so stationed that he/she will be in a position to occupy the property for a reasonable period of time.

I hereby further certify that the applicant: -

- has been confirmed on permanent establishment on _____ * and has been emplaced on pensionable terms on _____ *
 - has been confirmed on permanent establishment on _____ * and will be emplaced on pension;
 - has been confirmed on permanent establishment on _____ * and has opted to contribute to EPF;
 - is a Contract Officer; (for verification, a copy of the terms of Contract is enclosed);
 - is a Temporary Officer (for verification, a copy of "Engagement Notice" is enclosed)
- [Please TICK () the relevant box.]

I recommend this additional housing loan application for approval.

HEAD OF DEPARTMENT/AUTHORISED SIGNATORY

OFFICIAL CHOP

NAME OF SIGNATORY: _____ *

Date: _____

*** Please note that these details must be completed before this additional housing loan application can be processed.**