



XAVIER UNIVERSITY COMMUNITY CREDIT COOPERATIVE

Xavier University, Cagayan de Oro City

APPLICATION FOR EDUCATIONAL LOAN

Date _____

In connection with my application for loan with XUCCCO, I certify that I have no plans whatsoever of applying for a leave or retirement or resignation within the period that I will be paying my obligations to this loan.

I solemnly swear that I have no plans of applying for any additional loans from any other loaning agency or agencies, which will jeopardize my ability to pay this loan.

Signed in the presence of _____

Signature of borrower/Member

Name: (Please Print) _____

Complete City Address: _____

Home Address: _____

College/Dep't/Office in XU: _____ Contact # _____

TIN # _____ SSS# _____ Philhealth # _____ HDMF ID # _____

- (1) I hereby apply for a (check appropriate one)
 - _____ Short-term loan (2 months only)
 - _____ Long-term loan (3 to 12 months)
 - _____ Others, pls. specify

in the amount of _____ (P _____)

(2) The purpose of the loan is for: _____

(3) In payment of this loan plus interest charges, I shall authorize the office of
(Check appropriate one)

- _____ Finance of Xavier University
- _____ Finance of RIMCU
- _____ OTHERS: (please specify) _____
- _____ Aggie Finance
- _____ Finance of XUCMPC

to deduct from my regular salary/wages, including 13th month, honoraria and other forms of compensation every payday in the total amount of _____

(P _____) to start on (date) _____ in favor of XUCCCO.

(4) In addition, I shall authorize the same office to deduct from my regular salary/wages, 13th month, honoraria and other forms of compensation every payday on the same date the amount of _____
for my deposit in favor of XUCCCO.

(5) As security for the payment of the loan, I am willing to assign to XUCCCO my share+ deposit of _____ (P _____)
including whatever subsequent deposit I may make to the coop until the amount of the loan is fully paid.

Signature of borrower/Member

(FOR XUCCCO STAFF ONLY)

- | | | |
|---|---------|-----------------------|
| 1. Applicant's previous deductions for deposit: | P _____ | 5. Employment Status: |
| 2. Applicant's total amount of share to date: | P _____ | _____ FT/REGular |
| 3. Applicant's total amount of savings to date: | P _____ | _____ Academic |
| 4. Record of applicant's previous loan: | | _____ Non.- academic |
| Outstanding balance: | P _____ | |
| Total deductions per quincena: | _____ | |
| Comments on record of payment: | _____ | |

JESSICA S. DACERA
Manager

ACTION OF THE CREDIT COMMITTEE OR LOAN OFFICER/ MANAGER

Based on the merits and facts presented, the loan policies and other pertinent factors, this loan is hereby:

_____ Approved _____ Disapproved _____ Other Action

for the Amount of P _____ (Type of Loan: _____).

Signature Over Printed Name

Signature Over Printed Name

Signature Over Printed Name

Xavier University Community Credit Cooperative

Xavier University, Corrales Avenue
9000 Cagayan de Oro City

PROMISSORY NOTES AND ASSIGNMENT OF SHARE/DEPOSITS

Amount P _____

FOR THE VALUE RECEIVED, I/We, _____ (maker),
 _____ (co-maker), _____ and
 _____ (co-maker), jointly and severally promised to pay to the order of the
 Xavier University Community Credit Cooperative (XUCCCO) at its office in Xavier University, Corrales Avenue, Cagayan de
 Oro City, 9000 Philippines the sum of _____
 _____ (Php) at the rate of
 _____% per annum and _____% per annum of service fee in _____ semi-monthly installments starting from
 _____ to _____ through payroll deductions from my salary/wages, 13th month,
 honoraria and other forms of compensation that may appear on my payroll until fully paid.

For this purpose, I authorize the Office of:

_____ Finance of Xavier University	_____ Aggie Finance
_____ Finance of RIMCU	_____ Finance of XUCMPC
_____ OTHERS: (please specify) _____	

to deduct from my salary/wages, 13th month, honoraria and other forms of compensation the amount of

_____ (Php) every payroll date as amortization payment of my loan to XUCCCO. I further agree that in case of none payment/ incomplete deduction it shall be automatic offsetting against my Deposits of the amount due.

If for any reason, my membership in the Cooperative is terminated by separation from employment with the above employer, the COOPERATIVE shall have the first lien on the amount this is payable to me by my employer. And should I resign/take a leave of absence without any pay from my present position with an outstanding balance with the Cooperative, all amount borrowed shall automatically become due and demandable and I am willing to pay the balance at the time of my resignation/leave of absence. All uncollected salary/wages, 13th month, honoraria and other form of compensation due to me shall have applied to my loan.

I/we also commit to use the proceeds of this loan for the purpose indicated in my loan application. I also bind myself that should I, for whatever reason, use part of the whole loan proceeds other than the purpose which I indicated in my loan application, the whole loan becomes due and demandable; the term of payment indicated above notwithstanding.

IN CASE OF DEFAULT OF fifteen (15) days after the third consecutive month of non-payment of the monthly amortization the loans becomes due and demandable, I/We authorized XUCCCO to charge the amortization and interest from our deposits.

I/We, also agree that in the event this note, as requested by us and upon approval of XUCCCO is renewed, re-scheduled, restructured or extended, the provisions in the Chattel and / or Real Estate Mortgage Agreement, if any, is in the effect, binding and made as an integral part of this Promissory Note. In the event the this note is not paid or the become due under any of the provisions hereof, I/We authorized XUCCCO at its option and without prior notice, to negotiate, sell, transfer, any moneys, securities and things of value which it may hold, by private or public sale and apply the proceeds thereof to the payment of this note.

I/we further agree that in case this note is rendered due and demandable by virtue of any of the above provisions and it becomes necessary to collect this note through an attorney and additional amount equivalent to 10% of the balance be charged and in case it is filed in court an amount equivalent to 25% be charged on this account as attorneys fees and litigation expenses and the venue thereof shall be in the proper court of Cagayan de Oro City.

Signature of Member/Borrower

Signature of Member/Co-Maker

Signature of Member/Co-Maker

Printed Name of Borrower

Printed Name of Co-Maker

Printed Name of Co-Maker

SIGNED IN THE PRESENCE OF:
(XUCCCO Employee only)

1. _____

2. _____

CERTIFIED TRUE & CORRECT

JESSICA S. DACERA
MANAGER