



XAVIER UNIVERSITY COMMUNITY CREDIT COOPERATIVE

Xavier University, Cagayan de Oro City

PAMASAH I LOAN APPLICATION

Date _____

BORROWER'S NAME: _____
DEPARTMENT: _____ Contact # _____
TIN # _____ SSS# _____ Philhealth # _____ HDMF ID # _____

I hereby apply for a LOAN

in the amount of _____ (P _____)

The purpose of the loan is for: _____

Date of availment
6th – 10th of the current month
20th – 25th of the current month

Date of Payment
End of the Current month
15th of the month

Signature of borrower

COMPUTATIONS:
Amount Loaned: _____
Penalties _____
Total Loan P _____
=====

Please check
_____ Net Proceeds
will be released in
CASH
_____ Net Proceeds
will be deposited in
BDO, please write
below the account #

Loan Approved	P _____
Less: Deductions:	
Balance	P _____
Service Fee	_____
Total	P _____
NET PROCEEDS	P _____ =====
RECEIVED FROM XUCCCO the sum of (pesos) P _____ as net proceeds of pamasaha loan.	
PAYMENT RECEIVED BY: _____	

Approved by _____

Paid by: _____

Xavier University Community Credit Cooperative
Xavier University, Corrales Avenue, 9000 Cagayan de Oro City

PROMISSORY NOTES

Amount P _____

I/we, _____ (maker), _____ (co-maker), and _____ (co-maker), promise to pay Xavier University Community Credit Cooperative (XUCCCO) for my loan in the amount _____ (Php _____) 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.

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.

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.

I/we also agree that the amount of the loans becomes due and demandable fifteen (15) days after the third consecutive month of non-payment of the monthly amortization.

By signing herein, you, the loan borrower/co-maker, expressly consent for the lawful collection, processing, use, sharing, storage, retention or destruction and for other lawful or legal purposes, of all personal data pertaining to you in line with your application for loan and the servicing requirements thereof, in accordance with Republic Act No. 10173 or the Data Privacy Act of 2012 and its implementing Rules and Regulations. XUCCCO shall use this information with full regard to the provision of the said law and its implementing rules and regulations, in connection with the necessary processes pertinent to the said loan application or servicing thereof, and for other legitimate purpose or in compliance with government regulations, court orders, industry association and in case authorized by law. You shall hold the cooperative free and harmless for any liability or expense that may arise from any transfer, disclosure, processing, collection, use storage or destruction of the said information for activities done by XUCCCO in regards your loan application and servicing thereof in accordance with Republic Act No. 10173 or Data Privacy Act of 2012 and its implementing Rules and Regulation.

EXECUTED this _____ day of _____ at Cagayan de Oro City

Signature of co-maker

Signature of co-maker

Signature of maker/member

CERTIFIED TRUE & CORRECT

Signature over Printed Name
MANAGER