|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. **CLIENT DETAILS DATE** | | | | | |
| Account Name |  | | | | |
| Business Address |  | | | | |
| Contact Person/Number |  | | | | |
| Industry |  | | | | |
| PSIC Code |  | | | | |
| Client Type |  | | | | |
| Tax Identification No. |  | | | | |
| Income Tax Paid |  | | | | |
| Manpower Complement |  | | | | |
| Credit Rating |  | | | | |
| Client Since |  | | | | |
| Account Source |  | | | | |
| 1. **DETAILS OF CREDIT FACILITIES** | | | | | |
| **With LBP Leasing and Finance Corporation (LLFC)** | | **Approval** | **OPB as of** | **Drawable Balance** | **All** |
| **A. PROPOSED:** | |  |  |  |  |
|  | |  |  |  |  |
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|  | |  |  |  |  |
| **TOTAL PROPOSED AMOUNT** | |  |  |  |  |
|  | | | | | |
| 1. **OTHER COLLATERAL BUSINESS WITH LBP** | | | | | |
|  | | | | | |

|  |  |
| --- | --- |
| 1. **TERMS AND CONDITIONS** | |
| **Proposed Facility** |  |
| Purpose |  |
| Amount of Facility |  |
| LLFC Financing |  |
| Term |  |
| Interest Rate |  |
| Mode of Payment |  |
| Availment Period |  |
| Security/Collateral |  |

|  |  |  |
| --- | --- | --- |
| **Approval Recommended by:** | **Reviewed and Endorsed by:** | |
| Account Officer  Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | VP-AMG Head  Date:\_\_\_\_\_\_\_\_ | |
| **CRECOM ACTION:**  \_\_\_ Endorsed to the ExCom  \_\_\_ Disapproved  \_\_\_ Defer/Resubmit  **Certified by:**  Crecom Secretary  Date: \_\_\_\_\_\_\_ | **EXCOM ACTION:**  \_\_\_ Endorsed to the Board  \_\_\_ Disapproved  \_\_\_ Defer/Resubmit  **Certified by:**  Excom Secretary  Date: \_\_\_\_\_\_\_ | **BOARD ACTION:**  \_\_\_ Approved  \_\_\_ Disapproved  \_\_\_ Defer/Resubmit  **Certified by:**  Corporate Secretary  Date: \_\_\_\_\_\_\_ |

|  |  |
| --- | --- |
| Other Condition |  |
| Other Terms and Conditions |  |

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| --- |
| 1. **BASIS FOR RECOMMENDATION** |
| **RISK ASSET ACCEPTANCE CRITERIA (RAAC) COMPLIANCE**   |  |  | | --- | --- | | **Acceptance Parameters** | **Performance** | | **Character** |  | |  |  | | **Capacity** |  | |  |  | | **Capital** |  | |  |  | | **Condition** |  | |  |  | |

|  |  |  |
| --- | --- | --- |
| **Approval Recommended by:** | **Reviewed and Endorsed by:** | |
| Account Officer  Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | VP-AMG Head  Date:\_\_\_\_\_\_\_\_ | |
| **CRECOM ACTION:**  \_\_\_ Endorsed to the ExCom  \_\_\_ Disapproved  \_\_\_ Defer/Resubmit  **Certified by:**  Crecom Secretary  Date: \_\_\_\_\_\_\_ | **EXCOM ACTION:**  \_\_\_ Endorsed to the Board  \_\_\_ Disapproved  \_\_\_ Defer/Resubmit  **Certified by:**  Excom Secretary  Date: \_\_\_\_\_\_\_ | **BOARD ACTION:**  \_\_\_ Approved  \_\_\_ Disapproved  \_\_\_ Defer/Resubmit  **Certified by:**  Corporate Secretary  Date: \_\_\_\_\_\_\_ |

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| **CRECOM INSTRUCTIONS:** | | |
| Favorably endorsed to the Crecom subject to the following revisions/clarifications: | | |
| **EXCOM INSTRUCTIONS:** | | |
| Favorably endorsed to the Excom subject to the following revisions/clarifications: | | |
| **BOARD INSTRUCTIONS:** | | |
| Favorably endorsed to the Board subject to the following revisions/clarifications: | | |
| **Approval Recommended by:** | **Reviewed and Endorsed by:** | |
| Account Officer  Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | VP-AMG Head  Date:\_\_\_\_\_\_\_\_ | |
| **CRECOM ACTION:**  \_\_\_ Endorsed to the ExCom  \_\_\_ Disapproved  \_\_\_ Defer/Resubmit  **Certified by:**  Crecom Secretary  Date: \_\_\_\_\_\_\_ | **EXCOM ACTION:**  \_\_\_ Endorsed to the Board  \_\_\_ Disapproved  \_\_\_ Defer/Resubmit  **Certified by:**  Excom Secretary  Date: \_\_\_\_\_\_\_ | **BOARD ACTION:**  \_\_\_ Approved  \_\_\_ Disapproved  \_\_\_ Defer/Resubmit  **Certified by:**  Corporate Secretary  Date: \_\_\_\_\_\_\_ |

1. **OWNERSHIP AND MANAGEMENT**

**Principal Owner and Key Management**

**Capital Structure**

|  |  |
| --- | --- |
| **Authorized Capital Stock** | **P \_\_\_\_\_\_\_\_\_\_\_\_** |
|  | **P \_\_\_\_\_\_\_\_\_\_\_\_** |
|  | **P \_\_\_\_\_\_\_\_\_\_\_\_** |

|  |  |  |
| --- | --- | --- |
| **Stockholders** | **Paid Up Capital** | **% of Ownership** |
|  | P \_\_\_\_\_\_\_\_\_\_\_\_ |  |
|  | P \_\_\_\_\_\_\_\_\_\_\_\_ |  |
| **TOTAL** | **P \_\_\_\_\_\_\_\_\_\_\_\_** | **100%** |

**Management and Key Officers**

|  |  |
| --- | --- |
| **Name** | **Position** |
|  |  |
|  |  |
|  |  |

1. **PROJECT DESCRIPTION**

**Proposed Facility –**

1. **LLFC EXPERENCE / ACCOUNT RELATIONSHIP**
2. **FINANCIAL POSITION**

Auditor:

Auditor’s Unqualified Opinion:

1. **Liquidity (P 000’s)**
2. **Solvency & Capital Adequacy (P 000’s)**
3. **Profitability (P 000’s)**
4. **FINANCIAL PROJECTIONS**
5. **Basic Assumptions (P 000’s)**
6. **Projected Income (P 000’s)**
7. **Projected Chas Flows (P 000’s)**
8. **RESULTS OF CREDIT AND BACKGROUND CHECKING (as of \_\_\_\_\_\_\_\_)**

Checking as validated from LBP PVCID disclosed the following:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Bank and Credit Checking** | | | | | |
| **Source of Information** | **Facilities/ Amount** | **Balance/ Type** | **Status/ Securities** | **Date Granted/ Maturity** | **Credit Experience/ Remarks** |
| **On ACCOUNT NAME** | | | | | |
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| **On Key Officer 1** | | | | | |
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| **On Key Officer 2** | | | | | |
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| **On Key Officer 3** | | | | | |
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| --- | --- | --- |
| **Checkings with Leasing Companies under ACCOUNT NAME (as of \_\_\_\_\_\_\_\_)** | | |
|  | | |
| ACCOUNT NAME’s credit dealings with other leasing companies: | | |
| **Financial Institution** | **Remarks** | **Date of Report** |
|  |  |  |
|  |  |  |
|  |  |  |

**Court and Other Checking as of \_\_\_\_\_\_\_\_**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Trade Checkings as of \_\_\_\_\_\_\_\_** | | | | |
| Trade checkings on suppliers disclosed the following: | | | | |
| **Supplier** | **Product Supplied** | **Term/Mode of Payment** | **Years of Dealings** | **Experience** |
|  |  |  |  |  |
|  |  |  |  |  |