



IN-HOUSE FINANCING

DOCUMENTS CHECKLIST

- Cash Buyers
- In-House Financing (Locally Employed)
- In-House Financing (Overseas Contract Worker)
- In-House Financing (Self-Employed)

CASH BUYERS

- Filled-up Homeowner's Information Sheet
- Signed Reservation Agreement
- Photocopy of Birth Certificate (both spouses, if applicable)
- Photocopy of Marriage Contract, if applicable
- Photocopy of cedula (both spouses, if applicable)
- Photocopy of cedula of representative, if applicable
- Notarized Waiver of Rights (if married to a foreigner)
- Notarized Special Power of Attorney, if applicable
- Original Proof of Buyer's Address
- Mortgage Redemption Insurance
- Signed Contract to Sell and Deed of Restriction /
Signed Deed of Absolute Sale
- Other documents to be required by SRDC from time to time

LOCALLY EMPLOYED

To be submitted within 30 calendar days from the date of reservation

- Filled-up Homeowner's Information Sheet
- Signed Reservation Agreement
- Postdated checks (to be submitted within 30 days)
- Photocopy of Birth Certificate (both spouses, if applicable)
- Photocopy of Marriage Contract, if applicable
- Photocopy of cedula (both spouses, if applicable)
- Photocopy of cedula of representative, if applicable
- Notarized Waiver of Rights (if married to a foreigner)
- Notarized Special Power of Attorney, if applicable
- Original Proof of Buyer's Address
- Mortgage Redemption Insurance
- Fire Insurance (upon the availability of the house)
- Signed Contract to Sell and Deed of Restriction
- Other documents to be required by SRDC from time to time

OVERSEAS CONTRACT WORKER

To be submitted within 30 calendar days from the date of reservation

- Filled-up Homeowner's Information Sheet
- Signed Reservation Agreement
- Postdated checks (to be submitted within 30 days)
- Photocopy of Birth Certificate or Passport
(both spouses, if applicable)
- Photocopy of Marriage Contract, if applicable
- Photocopy of cedula (both spouses, if applicable)
- Photocopy of cedula of representative, if applicable
- Notarized Waiver of Rights (if married to a foreigner)
- Notarized Special Power of Attorney, if applicable
- Original Proof of Buyer's Address
- Mortgage Redemption Insurance
- Fire Insurance (upon the availability of the house)
- Signed Contract to Sell and Deed of Restriction
- Other documents to be required by SRDC from time to time

SELF-EMPLOYED

To be submitted within 30 calendar days from the date of reservation

- Filled-up Homeowner's Information Sheet
- Signed Reservation Agreement
- Postdated checks (to be submitted within 30 days)
- Photocopy of Birth Certificate (both spouses, if applicable)
- Photocopy of Marriage Contract, if applicable
- Photocopy of cedula (both spouses, if applicable)
- Photocopy of cedula of representative, if applicable
- Notarized Waiver of Rights (if married to a foreigner)
- Notarized Special Power of Attorney, if applicable
- Original Proof of Buyer's Address
- Mortgage Redemption Insurance
- Fire Insurance (upon the availability of the house)
- Signed Contract to Sell and Deed of Restriction
- Other documents to be required by SRDC from time to time