Client application form

Personal information and residence address

Type directly into the fields and save the completed PDF. Enter N/A where a field does not apply.
Use DD/MM/YYYY for dates and YYYY for years.
All IDs and supporting documents must be scanned before submission. See page 4.

1 Personal Information

First Name | Middle Name | Last Name | Suffix

Date of Birth (DD/MM/YYYY) | Place of Birth | Nationality

Gender | Civil Status | Personal Tax Identification Number

Spouse Name

2 Residence Address

Residence Street

Residence Region | Residence Province

Residence City / Municipality | Residence Barangay

Residence Zip Code | Residence Country | Residential Address Ownership | Residence Address Occupied Since (Year)

Business profile

Registration, main office address and business figures

3 Business Information

Include the currency for monetary amounts. State the reporting period for average gross sales.

Registered Business Name

Original Registration Date of Business (DD/MM/YYYY)

Business Tax Identification Number

Nature of Business

Economic Activity

MAIN OFFICE

Main Office Business Address Ownership

Main Office Address Occupied Since (Year)

Business Street

Business Region

Business Province

Business City / Municipality

Business Barangay

Business Address Zip Code

Business Country

BUSINESS FIGURES

Number of Branches

Number of Employees

Average Gross Sales

Monthly Operating Expenses

Gross Profit Margin (%)

Accounts & loan information

Bank account details and requested loan information

4 Account Information

Enter only the last 4 digits of each account number, not the full account number.

PRIMARY ACCOUNT

Primary Account Name

Account Number - Last 4 Digits

Primary Bank Name

Primary Account Type

SECONDARY ACCOUNT

Secondary Account Name

Account Number - Last 4 Digits

Secondary Bank Name

Secondary Account Type

TERTIARY ACCOUNT

Tertiary Account Name

Account Number - Last 4 Digits

Tertiary Bank Name

Tertiary Account Type

5 Loan Information

Purpose of Loan Application

Desired Loan Amount (include currency)

How Did You Hear About Us?

Do You Currently Have Any Active Business or Personal Loans?

☐ Yes ☐ No

References & supporting documents

Complete your references and contact details, then prepare the scanned documents

6 Trade References

Major Supplier's Business Name

Major Supplier's Contact Person

Major Client's Business Name

Major Client's Contact Person

7 Contact Information

Primary Mobile No.

Alternative Mobile No.

Landline

Email Address

Spouse Mobile No.

SCANNED COPIES REQUIRED

Scan your ID, bank statement and any additional documents requested. All scans must be clear and readable, show the full document with every page and all corners visible, and include both sides of an ID where applicable.

Accepted formats: PDF, PNG, JPG or JPEG.
Sections 8 and 9: up to 5 files per requirement; maximum 30 MB per file.

8 Primary ID

☐ Scanned copy included

Submitted file name(s)

9 Bank Statement

☐ Scanned copy included

Submitted file name(s)

10 Additional Requirements

List any additional documents requested by your representative and their scanned file names, or enter N/A.

Submit this completed PDF and all scanned files separately through the channel confirmed by your Providelabs representative. This PDF does not upload documents.