



CALMARLAND

Bank Checklist of Requirements

Locally Employed

1. Completely filled-up and signed APPLICATION FORM
2. Certificate of Employment (COE) indicating salary, position & length of stay
3. Latest ITR or 2316 w/ BIR or Bank Stamp
4. Latest Pay Slips (3 months)
5. Two (2) Valid Gov't issued ID's (Back to back) w/ 3 Specimen Signature
(Borrower & Spouse, Co-Borrower & Spouse)
6. NSO Birth Certificate
(Borrower & Spouse, Co-Borrower & Spouse)
7. CENOMAR (if single)
(Borrower & Co-Borrower)
8. NSO Marriage Contract (if married)
(Borrower & Co-Borrower)
9. Bank Statements for the past 3 months (if applicable)
10. Latest Proof of Billing
11. Tax Identification Number (TIN)
(Borrower & Spouse, Co-Borrower & Spouse)
12. 1 x 1 Picture (Borrower & Spouse, Co-Borrower & Spouse)

For customer service:

customercare@calmarland.com

Makati: (02) 836-2539 | Batangas: (043) 404 – 8319

Laguna: (049) 536-7609 | Quezon: (042) 373-3001