

**\FORMAT OF DISCLOSURE STATEMENT ON SMALL BUSINESS/RETAIL/CONSUMER
CREDIT(Appendix to Sec. 306 on Information to be Disclosed)**

(Business Name of Creditor)

DISCLOSURE STATEMENT ON LOAN/CREDIT TRANSACTION
(As Required under R.A. No. 3765, Truth in Lending Act)

NAME OF BORROWER _____

ADDRESS _____

1. LOAN AMOUNT

P	XXX
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2. OTHER BANK CHARGES/DEDUCTIONS COLLECTED¹

P	XXX
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a. Documentary/Science Stamps P _____

b. Mandatory Credit Insurance _____

c. Others (Specify) _____

3. NET PROCEEDS OF LOAN (Item 1 less Items 2 and 3)

P	XXX
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4. SCHEDULE OF PAYMENTS

a. Single payment due on

date	P XXX
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b. Installment Payments

(Please see attached amortization schedule)

5. EFFECTIVE INTEREST RATE (Interest and Other Charges)

XXX%

Explanation: The effective interest rate is higher than the contractual interest rate of % because of Item 2 deductions above.

6. CONDITIONAL CHARGES THAT MAY BE IMPOSED (if applicable). Please specify manner of imposition:

a. Late Charge P _____

b. Prepayment (penalty/refund) _____

c. Others (Specify) _____

CERTIFIED CORRECT:

(Signature of Creditor/Authorized
Representative Over Printed Name)

Position

I ACKNOWLEDGE RECEIPT OF A COPY OF THIS STATEMENT PRIOR TO THE CONSUMMATION OF THE CREDIT TRANSACTION

(Signature of Borrower over
Printed Name)

Date

AMORTIZATION SCHEDULE
(Sample Only)

Installment (A)	Loan (B)	Principal (C)	Interest (D)	Total (E)	O/SBalance (F)
	xxx				xxx
1		xxx	xxx	xxx	xxx
2		xxx	xxx	xxx	xxx
3		xxx	xxx	xxx	xxx
4		xxx	xxx	xxx	xxx
5		xxx	xxx	xxx	xxx
6		xxx	xxx	xxx	xxx
7		xxx	xxx	xxx	xxx
8		xxx	xxx	xxx	xxx
9		xxx	xxx	xxx	xxx
10		xxx	xxx	xxx	xxx
11		xxx	xxx	xxx	xxx
12		xxx	xxx	xxx	xxx
	Total	xxx	xxx	xxx	

Legends:

- A - Number of installment periods based on loan term*
- B - Gross amount of loan*
- C - Installment payment on the principal*
- D - Installment payment on the interest*
- E - Total amortization payment for the installment period*
- F - Outstanding principal balance of the loan*

Footnotes

1. **Notes**

Itemize all charges including advance deductions

- Small business/Retail/Consumer Loans includes microfinance, auto (motor), salary, personal, medical, educational and other loans of similar nature
- This document contains the minimum information required to be disclosed to the borrower and may be enhanced to improve client information