

BDO Leasing and Finance, Inc.

BDO Leasing Centre, Corinthian Gardens, Ortigas Avenue, Quezon City, MM, Philippines
Tel. No. 635-6416 Fax Nos.635-5811 / 635-5805 / 635-3898

CUSTOMER INFORMATION SHEET

I. BASIC INFORMATION

Business Name		Telephone Nos.:	
Contact Person(s):		Fax Nos.:	
Year Established:		Year Started Operation:	
Principal Place of Business:			
Plant Site(s) Address		Warehouse(s)	No. of Branches/Location
Primary Purpose of Leasing/Loan Requirements:			
Line of Business:			
Product Lines:			
Trademarks / Patents Owned (if any):			
Membership in Industry Associations (if any):			
Operating Facilities (such as land in sq. m., plant site, vehicles, heavy equipment, machineries, etc. Please use separate sheet when necessary):			
Make & Type		No. of Units (Vehicles)	
Equity Capital:			
		At Inception	At Present
Authorized Capital Stock			
Subscribed Capital Stock			
Paid-Up Capital Stock			
Ownership Structure:			
Name of Stockholder/Owner	Citizenship	Birth Date	% Owned of Peso Value
Management (Please use separate sheet when necessary):			
Name of Director/Officer		Position	
Affiliate Companies / Subsidiaries			
Name of Affiliate/Subsidiaries		Address	
Full Time Employees (in numbers):			
Men:		Women:	

II. BUSINESS REFERENCES

Depository Banks:				
Name of Bank/Branch	Tel. No./ Contact Person	Type of Account	Account No.	
Creditor Banks / Leasing Cos.				
Name of Bank / Branch	Type of Facility	Contact Person	Telephone No.	
Trade Suppliers (at least 5 major suppliers)				
Name	Address	Contact Person	Telephone No.	
Principal Clients (at least 5 major clients)				
Name	Address	Contact Person	Tel. No.	Credit Terms

III. OTHER INFORMATION

Please submit the following to BDO Leasing and Finance, Inc. together with this information sheet:

1. Audited Financial Statements for the past three(3) years
2. In-house Financial Statements for the past three(3) years, if applicable
3. Interim Financial Statements, if applicable
4. Registration Certificate from SEC (Corporation / Partnership); Registration Certificate from Bureau of Trade (Single Proprietorship)
5. Articles of Incorporation and By-Laws (if corporation); Articles of Co-Partnership (if partnership)
6. Company Profile
7. Bank Statements for the past twelve (12) months for both SAVINGS & CURRENT ACCOUNTS (active)
8. Bio-Data of Principals (Major Stockholders)/Key Officers
9. Statement of Assets and Liabilities of Major Stockholders

IV. AUTHORIZATION / CERTIFICATION

I hereby certify that all data and statements in this information sheet are correct and complete, and are made for the purpose of obtaining credit, and the signatures appearing thereon are genuine. I authorize you to obtain such information as you may require concerning the statements made in this application and that the sources to which you may apply are authorized to provide any information relative to this application. I agree the application may remain your property whether the credit is granted or not.

Client's Signature

Above information shall be kept in STRICT CONFIDENCE and will not be divulged without your written authorization. Should you have any question(s), please feel free to call _____ at telephone nos. 635-6416 to 21.