

REPUBLIC OF THE PHILIPPINES)  
\_\_\_\_\_ ) SS.

**AFFIDAVIT OF UNDERTAKING**

I, \_\_\_\_\_, of legal age, Filipino, single/married, and resident of \_\_\_\_\_, depose and state that:

1. I am the (*registered owner/franchisee/proprietor*) of a (*nature of business and/or products, i.e. restaurant, food stall, gas station, beauty parlor, etc.*) establishment/enterprise doing business as (*DTI-registered business name*) located at (*business address*).
2. (*Business name*) failed to (*register, collect, and remit contributions*) covering (*period of violation*) in violation of the “Home Development Mutual Fund Law of 1980” (P.D. 1752) and the “Home Development Mutual Fund Law of 2009” (R.A. 9679).
3. That the information and statements declared in the Payroll, Schedule of Employees with Unremitted Membership Contributions (MC) and other documents I submitted to Pag-IBIG Fund are true and correct.
4. That I hereby undertake to comply with the terms and conditions of the plan of payment I submitted to and approved by Pag-IBIG Fund.
5. That in the event a Pag-IBIG member or his/her legal heirs file/s an application for claim upon the occurrence of any of the grounds for membership termination provided in R.A. 9679, during the term of the approved plan of payment of (*business name*), I, as (*registered owner/franchisee/proprietor*) and in my personal capacity hereby undertake to pay upfront what is due to the member and remit the same to Pag-IBIG Fund.
6. The undertakings stated herein are made with the understanding that any violation of the approved plan of payment or any falsification or misrepresentation in the information/statements that I made or in the documents which I submitted to Pag-IBIG Fund shall result in the automatic termination of the plan of payment and re-imposition of all penalties condoned. Pag-IBIG Fund shall also file criminal and/or civil action against me.

7. As the (*registered owner/franchisee/proprietor*) and in my personal capacity, I hereby undertake to pay 5% of the total assessment in compliance with Department of Justice Circular 42, dated 14 September 2004, pursuant to R.A. 9279 including such amount that may be due, without prejudice to whatever action, criminal or civil which Pag-IBIG Fund might take against me in case of non-compliance with any of the terms and conditions of this undertaking.
8. I am executing this undertaking to attest to the truth of the foregoing and for whatever legal purpose this may serve.

IN WITNESS WHEREOF, I have hereunto affixed my signature this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, in \_\_\_\_\_.

\_\_\_\_\_  
Affiant

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by \_\_\_\_\_, who has satisfactorily proven to me his/her identity through his \_\_\_\_\_ valid until \_\_\_\_\_, that he is the same person who personally signed before me the foregoing Affidavit of Undertaking and acknowledged that he/she executed the same.

NOTARY PUBLIC

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