

## ANNEX "D-2"

## FORMAT DISCLOSURE STATEMENT ON LOAN/CREDIT TRANSACTION

(Business Name of Creditor)

DISCLOSURE STATEMENT ON LOAN/ CREDIT TRANSACTION  
(As Required under R.A. 3765, Truth in Lending Act)NAME OF BORROWER \_\_\_\_\_  
ADDRESS \_\_\_\_\_

1. LOAN GRANTED (Amount to be financed) ..... P \_\_\_\_\_ (A)  
 2. FINANCE CHARGES

	Not Deducted From Proceeds of Loan	Deducted From Proceeds of Loan
a. Interest _____ % p.a. from _____ to _____ P _____ P _____		
( ) Simple ( ) Monthly		
( ) Compound ( ) Quarterly		
( ) Annual		
( ) Semi-Annual		
b. Non-Interest Charges		
c. Commitment Fee	X	X
d. Guarantee Fee	X	X
e. Other charges incidental to the extension of credit (Specify)	X	X
X	X	X
X	X	X

Total finance charges

P \_\_\_\_\_ P \_\_\_\_\_ (B)

## 3. NON-FINANCE CHARGES

a. Insurance Premium		
b. Taxes	X	X
c. Documentary/ Science Stamps		
d. Notarial fees		
e. Others (Specify)		
Total non-finance charges	P _____	P _____ (C)

## 4. TOTAL DEDUCTIONS FROM PROCEEDS OF LOAN (B plus C)

P \_\_\_\_\_ (D)

## 5. NET PROCEEDS OF LOAN ( A less D)

P \_\_\_\_\_ (E)

6. PERCENTAGE OF FINANCE CHARGES TO TOTAL AMOUNT  
FINANCED (Computed in accordance with Subsec. X301.1)

\_\_\_\_\_ %

7. EFFECTIVE INTEREST RATE  
(Method of computation attached)

\_\_\_\_\_ %

## 8. SCHEDULE OF PAYMENT

a. Single Payment due on \_\_\_\_\_  
(Date)b. Total Installment Payments P \_\_\_\_\_  
Payable \_\_\_\_\_ in months/year  
(no. of payments)

at P \_\_\_\_\_ each installment

## 9. COLLATERAL

This loan is wholly/partly secured by (check):

- ☐ Real Estate ☐ Chattels  
☐ Government Securities ☒ UNSECURED (Thru DepEd's Automatic Payroll Deduction System)

## 10. ADDITIONAL CHARGES IN CASE CERTAIN STIPULATIONS ARE NOT MET BY THE BORROWER.

Nature	Amount
X	X
X	X

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 AND THAT I UNDERSTAND AND FULLY  
 AGREE TO THE TERMS AND CONDITIONS THEREOF.

(Signature of Borrower over  
Printed Name)

Date \_\_\_\_\_

Notice to Borrower: 1. You are entitled to a copy of this paper which you shall sign.  
 2. Disclosure on loan is computed on the "add-on method" for nominal interest rate  
 while charges are deducted in advance (upfront) from loan proceeds  
 3. Items with mark "X" are not allowed under DepEd's Automatic Payroll  
 Deduction Scheme