

## Guide For Application Form

Please refer below for the forms and documents required from ALL intended loan borrower(s)/owner(s) for the loan application:

**1. PROPERTY LOAN APPLICATION FORM** (as attached, please complete page 1 of personal and employment details and sign off on page 3)

**2. DECLARATION FORM** (as attached, please sign on SEPARATE copies of page 2 for each borrower)

**3. NRIC COPIES FRONT & BACK**

**4. INCOME DOCUMENTS**

- For **self-employed**, please provide:

- Last 2 years' Income Tax Notice of Assessment from IRAS; and
- Last 12 months' CPF contribution history (mandatory, even if nil contribution)

- For **salaried employees**, please provide:

- Latest Income Tax Notice of Assessment from IRAS; and
- Last 12 months' CPF contribution history; and
- Latest 3 months' pay slips accompanied with Bank statements evidencing salary credit

**5. CPF STATEMENT**

- After logging into [www.cpf.gov.sg](http://www.cpf.gov.sg), click "my statements"; the OA balance will be reflected and there is an option to save it to PDF.

- Send me this page

**6. HDB PRINT-OUT** ([hdb.gov.sg/MyHDBpage](http://hdb.gov.sg/MyHDBpage))

Steps to retrieve:

- GO to <http://www.hdb.gov.sg/>
- Click 'My HDBPage Login'
- Click 'Login Via Singpass'
- Select 'My Flat' tab
- Click 'Financial Information & Flat details' (even if this page indicates you do not own an HDB, please still send this page across)
- Select 'PDF',
- Save/ Print save a copy

**7. IRAS ACCOUNT SUMMARY PAGE** ([www.iras.gov.sg](http://www.iras.gov.sg))

- After logging in, mouse over "Account" at the top;
- click "view account summary";
- click "print" and send the resulting page across
- if you have no printer, press and hold keyboard key "ctrl" and scroll down using your mouse. This will reduce the size of the screen such that your name and summary details are able to be seen together in one screen. Take a screenshot and send the page across.

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