



CREDIT CHECKLIST PARTICULAR

Name _____
 Service Point _____ Direction _____ Client No. _____

NECESSARY DOCUMENTATION

HOME CREDIT

To be marked with an (X) by the Commercial Department, according to the necessary documents for each case:

- Letter of Credit Application;
- Identification documentation of the Applicant(s) - copies of ID, Residence Permit;
- Declaration/Letter from employer to confirm*: Type of contract / Duration of employment / Salary / Position and Function held; Salary receipts for the last 3 months (Not necessary if the client is self-employed);
- ICO Bank Statements with a minimum of 6 months (applicable for cases where the Client does not have domiciled salaries); Property valuation;
- Promissory Contract of Purchase and Sale or Pro-Forma Invoice or Declaration of Sale; Land Registry Certificate;
- Deed of Property Right or Deed of Surface Right or Promissory Contract of Purchase and Sale or Promissory Contract of Right of Surface.

* NOTE: Self-employed workers, ENI's and sole proprietorships must submit Income Declaration.

SIGNATURES

Client _____ Date _____
 Manager _____ Date _____

Note: This Checklist should be signed in duplicate (one for the Client, signed and stamped, and another to be introduced into the BPM, also signed and date-stamped).