

HOME LOAN

Request to Prepay/Preterminate Loan

Customer Name : _____ Request date: _____

I would like to:

___ Pre-Pay* ___ Pre-Terminate**
my existing home loan account with Account No: _____ -- _____ -- _____ drawn last _____.

*Prepayment – partial payment made on the principal amount of the outstanding loan balance.

**Pretermination – full payment of the total outstanding loan balance prior to loan maturity.

I acknowledge that:

- my request shall be subject to the following charges, whichever is applicable:
 - A. Pre-Payment**
 - A.1. Outstanding Loan Amount is Php100,000 and above
 - a. Service Fee of Php500 if on repricing date OR
 - b. Service Fee of Php2,000 + Breakfunding Cost if on any other banking day
 - A.2. Outstanding Loan Amount is less than Php100,000
 - a. Service Fee of Php2,000 if on repricing date OR
 - b. Service Fee of Php2,000 + Breakfunding Cost if on any other banking day
 - B. Pre-Termination**
 - B.1. Outstanding Loan Amount is Php100,000 and above
 - a. Service Fee of Php500 if on repricing date OR Php2,000 + Breakfunding Cost if on any other banking day
 - b. Unpaid Premiums (MRI and FIR insurances)
 - c. Notarial Fee of Php150.00
 - B.2. Outstanding Loan Amount is less than Php100,000
 - a. Service Fee of Php2,000 if on repricing date OR Php2,000 + Breakfunding Cost if on any other banking day
 - b. Unpaid Premiums (MRI and FIR insurances)
 - c. Notarial Fee of Php150.00
- I shall sign new income or loan documents where necessary for the processing of my request.
- I shall be given a new amortization schedule based on my prepayment. Or in case of pretermination, the Bank shall return the Home Loan documents to me within 5 banking days after the said pretermination.

I authorize The Hongkong and Shanghai Banking Corporation Limited (HSBC) to:

- destroy/shred any/all post dated cheques dated _____ to _____ which I issued and submitted as amortization payment for my loan account number _____ -- _____ -- _____; and
- collect payment for the pre-payment or pre-termination of my loan plus any applicable fees and/or costs via:
 - debit of my HSBC account _____ -- _____ -- _____ in the amount of _____
 - acceptance of my cash/check payment.

I affirm that I am fully aware of and accept the effect of my request and voluntarily make this request. I hereby expressly, absolutely and unconditionally release and discharge The Hongkong and Shanghai Banking Corporation, Ltd. (HSBC) and undertake to, at all times, indemnify/keep HSBC free and harmless, from any and all claims, liabilities, obligations, actions, proceedings, loss, damage, costs and expenses arising from or in connection with, directly or indirectly, HSBC so acting upon these instructions, except in case of gross negligence on the part of HSBC.

Customer name over Signature

Branch PBO/Sales Account Officer

Date Received

This portion to be filled-up by HSBC

Endorsed to (Name/Dept): _____ Date received: _____ Processed by: _____

Comments: _____