



### Eligibility

- Singapore Citizens or Permanent Residents aged 21 and above
  - For Single Application : Minimum income of S\$30,000 p.a.
  - For Joint Application : Minimum income of S\$24,000 p.a. for Main Applicant; no minimum income required for Joint Applicant
- At least 1 borrower must be the owner of the property to be renovated  
The Joint Applicant must be parent, child, spouse or sibling of the Main Applicant

### Personal Details

#### MAIN APPLICANT

Full Name as in NRIC/ Passport     Mr    Ms    Mdm    Mrs    Dr

(Please underline surname)

NRIC/ Passport No. \_\_\_\_\_

Date of Birth \_\_\_\_\_ Nationality \_\_\_\_\_

Marital Status     Single     Married     Divorced     \_\_\_\_\_

Education     Primary     Secondary     Diploma/ Pre-University  
 Degree     Post-Graduate

Mailing Address (if different from Residential Address as in NRIC/ Passport) \_\_\_\_\_  
Postal Code \_\_\_\_\_

(All correspondence will be sent to the Main Applicant only)

Contact No. \_\_\_\_\_ (H)    \_\_\_\_\_ (O)    \_\_\_\_\_ (HP)

Email \_\_\_\_\_

Residential Status     Fully owned     Mortgaged     Rented  
 Parents'     Employer's     \_\_\_\_\_

Residential Type     HDB     Private Condominium/ Apartment/ EC  
 Landed     \_\_\_\_\_

Length of Stay in Residence \_\_\_\_\_ years \_\_\_\_\_ months

#### JOINT APPLICANT

Relationship     Parent     Child     Spouse     Sibling

Full Name as in NRIC/ Passport     Mr    Ms    Mdm    Mrs    Dr

(Please underline surname)

NRIC/ Passport No. \_\_\_\_\_

Date of Birth \_\_\_\_\_ Nationality \_\_\_\_\_

Marital Status     Single     Married     Divorced     \_\_\_\_\_

Education     Primary     Secondary     Diploma/ Pre-University  
 Degree     Post-Graduate

Mailing Address (if different from Residential Address as in NRIC/ Passport) \_\_\_\_\_  
Postal Code \_\_\_\_\_

(All correspondence will be sent to the Main Applicant only)

Contact No. \_\_\_\_\_ (H)    \_\_\_\_\_ (O)    \_\_\_\_\_ (HP)

Email \_\_\_\_\_

Residential Status     Fully owned     Mortgaged     Rented  
 Parents'     Employer's     \_\_\_\_\_

Residential Type     HDB     Private Condominium/ Apartment/ EC  
 Landed     \_\_\_\_\_

Length of Stay in Residence \_\_\_\_\_ years \_\_\_\_\_ months

### Employment Details

Employment Status     Employee     Self-Employed (No. of employees: \_\_\_\_\_)

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_ S ( \_\_\_\_\_ )

Designation \_\_\_\_\_ Length of Service \_\_\_\_\_ years

Annual Income    Basic/ Fixed    S\$ \_\_\_\_\_    Variable    S\$ \_\_\_\_\_

Other Income \_\_\_\_\_

Previous Company \_\_\_\_\_

(Please update if current employment is less than 2 years)

Length of Previous Employment \_\_\_\_\_ years \_\_\_\_\_ months

Employment Status     Employee     Self-Employed (No. of employees: \_\_\_\_\_)

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_ S ( \_\_\_\_\_ )

Designation \_\_\_\_\_ Length of Service \_\_\_\_\_ years

Annual Income    Basic/ Fixed    S\$ \_\_\_\_\_    Variable    S\$ \_\_\_\_\_

Other Income \_\_\_\_\_

Previous Company \_\_\_\_\_

(Please update if current employment is less than 2 years)

Length of Previous Employment \_\_\_\_\_ years \_\_\_\_\_ months

### Financial Commitments

Relationship with other financial institutions e.g credit card, car loan, personal credit line, etc

Financial Institution    Facility Type    Loan Amount/Credit Limit    Monthly Instalment

1. \_\_\_\_\_

2. \_\_\_\_\_

Relationship with other financial institutions e.g credit card, car loan, personal credit line, etc

Financial Institution    Facility Type    Loan Amount/Credit Limit    Monthly Instalment

1. \_\_\_\_\_

2. \_\_\_\_\_

### Details of Property To Be Renovated

Address \_\_\_\_\_     Completed     Pending TOP \_\_\_\_\_ (estimated date of TOP)

Type of Property     HDB     Condominium/ EC     Landed     Shophouse    Length of Stay \_\_\_\_\_

Name of Property Owner(s)    1. \_\_\_\_\_    2. \_\_\_\_\_    3. \_\_\_\_\_

Expected Commencement Date of Renovation \_\_\_\_\_ (dd/mm/yyyy)    Expected Completion Date of Renovation \_\_\_\_\_ (dd/mm/yyyy)

## Financing Requirements

Maximum loan quantum for each Renovation Loan is up to S\$30,000 only.

Loan Amount	S\$ _____	Loan Tenure	<input type="checkbox"/> 1 year	<input type="checkbox"/> 2 years	<input type="checkbox"/> 3 years	<input type="checkbox"/> 4 years	<input type="checkbox"/> 5 years
Loan Package	<input type="checkbox"/> Monthly Rest <input type="checkbox"/> Flat Rate	Purpose	<input type="checkbox"/> Finance renovation cost		<input type="checkbox"/> Refinance Renovation Loan with other bank		
Disbursement Mode	<input type="checkbox"/> Normal Mail <input type="checkbox"/> _____ Branch	Contractor's Quotation	S\$ _____		Outstanding Loan S\$ _____		
		Amount paid till date	S\$ _____		1 CO will be issued payable to the bank		
		1 <sup>st</sup> CO	: _____ % of Net Loan Proceeds				
		2 <sup>nd</sup> CO	: _____ % of Net Loan Proceeds				
		3 <sup>rd</sup> CO	: _____ % of Net Loan Proceeds				

Unless indicated, (i) Cashier's Order (CO) will be sent via normal mail to your mailing address indicated; (ii) Net loan proceeds will be issued in 1 CO which is free. Additional COs requested are chargeable.

## Application for Account / Authorisation to debit Account for monthly instalments

**Note : You are required to open and maintain a Maybank Account for the purpose of servicing the monthly instalments and all other sums due and owing upon approval of the loan-application.**

- I/We authorise the monthly instalments and all other sums due and owing to be debited from my/our Maybank Account No.: \_\_\_\_\_
- I/ We agree to open a Maybank Account for the above purpose. In event of a joint loan application, this Account will be opened under all loan applicants' names and the Operating Condition of this Account will be "Any one may sign". I/We authorise the monthly instalments and all other sums due and owing to be debited from this Account.

Beneficial Owner of Accounts     Yes     No    Apply for Maybank2u.com.sg?     Yes     No

Singapore dollar deposits placed by an individual (excluding sole proprietorships and partnerships), charity or such persons prescribed in the Deposit Insurance Act 2005 (the "Act") with the Bank will be insured according to the terms and up to the amounts provided for in the Act.

## Important Information for Renovation Loan

### Monthly Rest Package

- Please refer to [www.maybank2u.com.sg](http://www.maybank2u.com.sg) or speak to our loan specialist for our latest Renovation Loan interest rates.
- If disbursement is on or before 10th of the month, the instalment shall commence 1 month from the disbursement date. If disbursement is after 10th day of the month, only interest shall be payable on the 1st of the month following the first drawdown. Monthly instalment to commence 1st of the second month following the disbursement.
- A prepayment fee of 1% of the amount prepaid will apply, subject to a minimum of S\$100, for any prepayment made within the loan tenure. Subject to 1-month prior written notice or payment of interest in-lieu thereof.
- Default payment interest of 3% over the Board Rate, subject to a minimum of S\$20 is applicable for amounts overdue and not paid on due date.

### Flat Rate Package

- Please refer to [www.maybank2u.com.sg](http://www.maybank2u.com.sg) or speak to our loan specialist for our latest Renovation Loan interest rates.
- The first instalment is due on disbursement date and shall be deducted from the loan proceeds.
- Partial prepayment is not allowed.
- Full prepayment fee of 1% of the amount prepaid will apply, subject to a minimum of S\$100 if full prepayment is made within first year of the loan tenure. Subject to 1-month prior written notice or payment of interest in-lieu thereof. In such an event, Rule 78 shall be applicable in determining the full prepayment amount.
- Early settlement fee being 20% of total interest payable for the entire loan tenure prorated for the remaining loan period will apply in the event of full prepayment during the tenure of the loan.
- Default payment interest of 5% over the Prime Rate, subject to a minimum of S\$20 is applicable for amounts overdue and not paid on due date. Prime Rate is currently 5.25% p.a.

### Applicable to both Monthly Rest and Flat Rate

- A Maybank SGD savings or current account in your name(s) must be opened and maintained during the currency of the Loan.
- Processing fee of 1% of the approved loan amount .Processing fee is payable by you upon approval of the loan and shall be deducted from the loan proceeds.**
- Cancellation fee of 1% subject to a minimum of S\$100 is payable on the loan amount cancelled before disbursement.**
- Disbursement will be in one CO, payable to the contractor or financial institution where applicable. Additional COs at chargeable at S\$5 each and will be deducted from the loan proceeds. A late payment fee of S\$60 shall be payable for each month or part thereof if during which any amount payable is not paid when due.**
- Terms and Conditions Governing Renovation Loan Facility [Reno/Ver2/8/June09] applies. A copy is available from any of our branches or [www.maybank2u.com.sg](http://www.maybank2u.com.sg).
- Upon loan approval, the Approval Letter and Cashier's Order(s) will be mailed to the address indicated in this application form.

### Home Loan Plus

- If you maintain a minimum Home Loan of minimum S\$200,000 at point of Renovation Loan application, your first year interest paid on your Renovation Loan (Flat Rate package only) up to a maximum loan outstanding of S\$10,000 shall be refunded in one lump sum subject to prompt repayments of both Home Loan and Renovation Loan. Other Terms and Conditions apply.

## Documents to be Submitted

Please tick wherever relevant. Please note that incomplete forms or applications not accompanied by the required documents will delay processing. The bank reserves the right to request for more documents.

**NRIC (front & back)/ passport**

**Income Documents**

*For salaried applicants*

- Latest computerised salary slip OR
- Latest Income Tax Notice of Assessment
- Past six months' CPF statement

*For self-employed/ For commission-based earners*

- Last two years' Income Tax Notice of Assessment

You can now print your Notices of Assessment at myTax Portal with your SingPass or IRAS PIN. The service is free. Log on to <https://mytax.iras.gov.sg> for more details.

**Proof of Renovation**

*For new renovation works*

- Original renovation quotation or invoice
- Renovation Permit [if applicable]

*For refinancing*

- Existing bank's Letter of Offer / Approval Letter AND Existing bank's last 6 months Renovation Loan Statement of Account

**Proof of ownership of Property to be renovated** e.g. CPF Property Withdrawal Statement, Property Tax Bill

**Proof of Relationship between Main and Joint Applicants** e.g. Marriage Certificate, Birth Certificate

**Declaration and Acknowledgement**

I / We hereby –

1. request that a Maybank Renovation Loan (the "**Renovation Loan**") be granted to me/us on the terms and conditions set out in this Application Form, the Terms and Conditions Governing Renovation Loan Facility ("**General Terms and Conditions**"), a copy of which is made available at all the Maybank's Branches in Singapore and www.maybank2u.com.sg, or in any other document(s) that Maybank may require me/us to execute from time to time (collectively referred to as the "**Renovation Loan Terms**") as amended, modified or varied in Maybank's letter of approval (the "**Approval Letter**").
2. confirm that prior to this request I/we have not been granted one other Renovation Loan by Maybank for the purpose of renovating this property.
3. confirm that I/we have not obtained a renovation loan from any other financial institution for this property.
4. declare and confirm that I/we have read, understood and accepted the Renovation Loan Terms. By signing this Application Form, I/we agree to abide and be bound by the Renovation Loan Terms.
5. agree that Maybank has absolute discretion to decline this application, extend such other loan amount (including a lower loan amount than the amount applied for in this application) or impose other conditions on me/us as Maybank may deem fit without assigning any reason whatsoever. I/we have read, understood and agree to be bound by Clause 5 of the General Terms and Conditions.
6. agree that with the issuance of the Approval Letter, the Renovation Loan is granted by Maybank to me/us without the need for any further acceptance from me/us and the Renovation Loan will be disbursed in accordance with the Renovation Loan Terms. Upon the issuance of the Approval Letter, the terms therein will form part of the Renovation Loan Terms.
7. warrant and represent that:
  - (a) I am not/ neither of us is an undischarged bankrupt and no statutory demand or legal proceedings has been served on or commenced against me/us.
  - (b) the information given in or in respect or in connection with this application is true and complete, including but not limited to all information and data concerning me/us, the Renovation Contract (as defined below) and the ownership of the Property, and all documents (whether originals or copies) submitted at any time in connection with this application are genuine (or in the case of copies, are true and accurate copies of the corresponding original). I/we acknowledge that Maybank will rely on the representations made and the information and documents given by us/me absolutely in assessing and handling this application. If any of my/our personal circumstances change, I/we undertake to notify Maybank immediately.
  - (c) the agreement(s) made between me/us and the contractor in respect of the renovation work to be carried out on the Property in form and substance satisfactory to Maybank (the "Renovation Contract") is/are genuine and complete and was entered into on an arm's length basis and I am not/ we are not related to the contractor in any way nor do I/we have any interest in the contractor's business.
  - (d) I/ we agree to abide by the renovation rules set by Housing & Development Board ("HDB") or any other relevant authorities and will assume full responsibility for all renovation works undertaken by my/ our contractor(s) for the Property to be renovated, which is indicated in this application form.
8. authorise Maybank to verify and confirm the information given in this application from sources Maybank may deem fit and to request for any additional document evidencing our/my monthly/annual income.
9. unconditionally consent to Maybank disclosing any information concerning this Renovation Loan, the Property, the Renovation Contract, details or data relating to us/me, our/my accounts and this application to any other person(s) (whether as Maybank's service providers, agents, business partners or otherwise) for the purpose of processing this application or for such other purposes as Maybank may from time to time deem necessary or expedient.
10. agree that Maybank may send by ordinary mail or such other means at my/our own risk the Approval Letter, cheque(s) or cashier's order issued for the purpose of the disbursement of the Renovation Loan and all other documents and communications addressed to me/us and shall be deemed delivered and received by me/us on the day falling immediately after the date of posting.
11. agree to abide by the prevailing Terms and Conditions governing Internet Banking Services, the use of the Bank's ATM Cards, Phonebanking Services and/or such other electronic services made available by you from time to time which are applicable to my/our account(s) including any amendment(s) that the Bank may from time to time impose, a copy of which is made available at all the Bank's branches in Singapore and www.maybank2u.com.sg, which I/we acknowledge to have read and understood.
12. understand that the application for Maybank2u.com.sg (Online Banking) is applicable to all accounts with "Single" or "Joint – any one to sign" mandate, now or hereafter maintained by me/us.
13. agree to open a Savings or Current Account (the "Account") in Singapore Dollars with Maybank from which Maybank shall be entitled to debit the Account for monthly repayments, instalments, interest, insurance premium (if any) and any other charges and expenses as and when they are due for payment in connection with any services approved pursuant to this application. I/we shall at all times maintain sufficient funds in the Account to meet such payments. The Savings Account will be operated in accordance with the mandate and the Bank's Rules and Regulations governing such account. I/We have read and understood the Rules and Regulations governing such account and agree to abide by it. I/We authorise the Bank to honor all payment instructions signed in accordance with the stated signature requirements. I/We agree that the signature(s) on this application form shall constitute the official signature(s) of the above-mentioned account for the Bank's record and verification purposes. For Personal Joint Savings Account Only – I/We agree that any liabilities whatsoever incurred to the Bank by us in respect of the account shall be joint and several. In the event of death of any of us, the Bank is authorised to pay the balance of the account to the survivor(s).
14. confirm that I am/we are the sole Beneficial Owner(s) of the loan account(s). Beneficial Owner includes (i) in the case of a natural person, one who ultimately owns or controls the account (ii) the person on whose behalf a transaction is being conducted, or (iii) the person who exercises ultimate effective control in the case of corporate or unincorporate bodies. I/ We further acknowledge that in the event I am not the Beneficial Owner of the loan account, the bank will be informed immediately.
15. confirm that none of my/our spouse(s), dependent(s) of my/our spouse, my/our children, spouse(s) of my/our children my/our parent(s), my/our sibling(s) and/or spouse(s) of my/our sibling(s) is/are employee(s)/director(s) of Malayan Banking Berhad or Malayan Banking Group, and none of my/our guarantor(s) is/are employee(s)/director(s), or spouse(s), dependent(s) of the spouse(s), child(ren), spouse(s) of the child(ren), parent(s), sibling(s) and/or spouse(s) of the sibling(s) of the employee(s)/director(s) of Malayan Banking Berhad or Malayan Banking Group.
16. agree to be solely or jointly and severally liable for all out-of-pocket expenses and/or charges incurred in relation to my/our application regardless whether this application is approved or declined. I/we further agree to the provisions set out in Clause 10 of the General Terms and Conditions in respect of costs and expenses.
17. acknowledge that the preferred interest rate of the Renovation Loan set out in the Application will be applicable to me/us if my/our application for the Maybank Housing Loan is also approved simultaneously by Maybank. In the event that only the Renovation Loan is approved and granted by Maybank, I/we confirm that the Renovation Loan is granted to me/us at the prevailing interest rate applicable for the Renovation Loan as stated in the Approval Letter. The Bank reserves the right to revoke the preferred interest rate upon termination of Home Loan.
18. declare and confirm that I/we have read, understood and agree to be bound by Clause 23 of the General Terms and Conditions.

**IMPORTANT : If your application for Renovation Loan is approved, the Bank will issue you an Approval Letter for the loan, which does not require your further acceptance. Please note that once the loan is approved by the Bank and the Approval Letter is issued to you, a cancellation fee of 1% subject to a minimum of S\$100 is payable on the loan amount, should it be cancelled before disbursement.**

By applying for the Renovation Loan, you agree to accept and be bound by the Renovation Loan Terms.

_____ Signature of Applicant and Date Name :	_____ Signature of Applicant and Date Name :	
<b>For Bank's Use Only</b>		
Channel <input type="radio"/> DBC <input type="radio"/> AB <input type="radio"/> Branch _____	KYC done <input type="radio"/> Yes <input type="radio"/> No	
Ref Programme <input type="radio"/> None <input type="radio"/> MGM <input type="radio"/> Agent _____	A/C Opening <input type="radio"/> Yes      A/C No: _____	
Name of Referrer _____ NRIC _____	<input type="radio"/> No      Sig Verified <input type="radio"/> Yes <input type="radio"/> No	
Name of Company _____ Tel _____	Original App Form <input type="radio"/> Branch <input type="radio"/> CCAC      PI _____	
Additional Remarks/ Comments :		
_____ Name & Signature of Staff / Date: PF No:	_____ Name & Signature of Staff / Date: PF No:	
Prepared by	Supported by	Source Code