

DBS Renovation Loan Application Form

Eligibility

Main Applicant Eligibility Singaporean or Permanent Resident, aged 21 – 65 years old, gross annual income of at least S\$24,000.

Joint Applicant Eligibility Singaporean or Permanent Resident, aged 21 – 65 years old, gross annual income of at least S\$12,000; and joint applicant must be a parent, spouse, child or sibling of main applicant. Documentary proof of relationship must be provided.

For commission-based or self-employed applicants, you must be in current business for 2 years.

Important Information

- Applications with incomplete documentation or information will cause a delay in processing.
- Single Applicant: Maximum loan amount of up to 6 times your monthly salary or S\$30,000, whichever is lower.
- Joint Applicants: Maximum loan amount of up to 12 times the lower monthly salary of the two applicants or S\$30,000, whichever is lower.
- If any applicant has existing renovation loan(s) with the bank, their share of outstanding loan(s) will be deducted from the maximum loan amount.
- Maximum loan period that can be applied for is five years.
- If there is cancellation after approval of this application, a cancellation fee of 1% of the approved loan amount or portion thereof which is cancelled (as the case may be) is payable.
- Other fees and charges are as stated in the terms & conditions governing DBS Renovation Loan.

Access to credit report:

You may obtain a free credit report within 30 calendar days from the date of approval or rejection of this application. There are two ways to obtain a free credit report. You can go to the credit bureau website listed below or bring your approval or rejection letter and your original NRIC to the credit bureau's registered office. Credit Bureau (Singapore) Pte Ltd is located at 2 Shenton Way #20-02 SGX Centre 1 Singapore 068804 Tel: (65) 6565 6363 www.creditbureau.com.sg

Financing Request

Preferred Loan Amount: S\$ _____

Minimum request is S\$5,000. Maximum is S\$30,000 or the total renovation costs stated in the submitted original renovation contract(s), whichever is lower.

Repayment Period: 12 24 36 48 60 months

Note: I/We request for the above Preferred Loan Amount indicated and consent to be granted a loan amount that is no more than the above amount. I/We understand and agree that DBS has the right to determine the loan amount granted and the repayment period at its absolute discretion.

You can request to receive up to 4 Cashier's Order(s) payable to your contractor(s)

Cashier's Order (CO)	Name of Renovation Company (payee)	Amount (\$\$)
1 st CO		
2 nd CO (where applicable)		
3 rd CO (where applicable)		
4 th CO (where applicable)		
Totalling		100% of Requested Loan Amount

Please note the following with regards to your requested Cashier's Order(s):

- The sum of the Cashier's Order(s) requested must add up to 100% of the loan amount applied for. In the event of any discrepancies, or if the approved loan amount differs from the requested amount, the difference will be adjusted from the last Cashier's Order.
- If there is no payee name indicated, the Cashier's Order(s) will be issued to the renovation contractor as stated in the original renovation contract submitted to DBS Bank. Where there are multiple contracts, issuance will be carried out in order of descending quotation amount.
- A handling fee of 1% of the loan amount plus the insurance premium of 1% of the loan amount payable for the comprehensive life and total permanent disability insurance coverage for the applicant(s) will be deducted from the last Cashier's Order issued.
- Charges for the first Cashier's Order is waived. Subsequent Cashier's Orders will be chargeable at the prevailing rates and these charges will be deducted from your designated loan servicing account.

Renovation Loan Servicing Account

Please debit my DBS/POSB Account No:

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for my monthly instalments and all other sums due and owing once application is approved.
 POSB Current Account and Joint-all Account for single application are not applicable.

Main Applicant Personal Details		Joint Applicant Personal Details	
Title <input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Mdm Gender <input type="checkbox"/> Male <input type="checkbox"/> Female Name <i>(as in NRIC)</i> _____		Title <input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Mdm Gender <input type="checkbox"/> Male <input type="checkbox"/> Female Name <i>(as in NRIC)</i> _____	
NRIC No. _____	Date of Birth <i>(dd/mm/yyyy)</i> _____	NRIC No. _____	Date of Birth <i>(dd/mm/yyyy)</i> _____
Nationality <input type="checkbox"/> Singaporean <input type="checkbox"/> Singapore PR		Nationality <input type="checkbox"/> Singaporean <input type="checkbox"/> Singapore PR	
Marital Status 1 <input type="checkbox"/> Single 2 <input type="checkbox"/> Married 3 <input type="checkbox"/> Divorced 5 <input type="checkbox"/> Others _____		Marital Status 1 <input type="checkbox"/> Single 2 <input type="checkbox"/> Married 3 <input type="checkbox"/> Divorced 5 <input type="checkbox"/> Others _____	
Education 03 <input type="checkbox"/> University/Post Grad 05 <input type="checkbox"/> Diploma Holder 07 <input type="checkbox"/> A level 08 <input type="checkbox"/> Secondary 09 <input type="checkbox"/> Primary 10 <input type="checkbox"/> Others _____		Education 03 <input type="checkbox"/> University/Post Grad 05 <input type="checkbox"/> Diploma Holder 07 <input type="checkbox"/> A level 08 <input type="checkbox"/> Secondary 09 <input type="checkbox"/> Primary 10 <input type="checkbox"/> Others _____	
Contact Details Home _____ Office _____ Mobile _____ Email _____		Contact Details Home _____ Office _____ Mobile _____ Email _____	
Residential Address <i>(Please do not give a P.O. Box or foreign address)</i> Country _____ Postal code _____		Residential Address <i>(Please do not give a P.O. Box or foreign address)</i> Country _____ Postal code _____	
Mailing Address <input type="checkbox"/> <i>(Defaulted to Residential Address if left blank)</i> Country _____ Postal code _____		Relationship with Main Applicant 1 <input type="checkbox"/> Spouse 2 <input type="checkbox"/> Parent 3 <input type="checkbox"/> Sibling 4 <input type="checkbox"/> Children	
Main Applicant Employment Details		Joint Applicant Employment Details	
Company Name _____		Company Name _____	
Current Position 01 <input type="checkbox"/> Senior Management 02 <input type="checkbox"/> Professional 03 <input type="checkbox"/> Manager 04 <input type="checkbox"/> Engineer 05 <input type="checkbox"/> Office Worker 06 <input type="checkbox"/> Sales 19 <input type="checkbox"/> Supervisor 10 <input type="checkbox"/> Others _____		Current Position 01 <input type="checkbox"/> Senior Management 02 <input type="checkbox"/> Professional 03 <input type="checkbox"/> Manager 04 <input type="checkbox"/> Engineer 05 <input type="checkbox"/> Office Worker 06 <input type="checkbox"/> Sales 19 <input type="checkbox"/> Supervisor 10 <input type="checkbox"/> Others _____	
Job Status E <input type="checkbox"/> Employee S <input type="checkbox"/> Self-Employed C <input type="checkbox"/> Sales/Commission Earner O <input type="checkbox"/> Others _____		Job Status E <input type="checkbox"/> Employee S <input type="checkbox"/> Self-Employed C <input type="checkbox"/> Sales/Commission Earner O <input type="checkbox"/> Others _____	
Industry/Business Type 02 <input type="checkbox"/> Building/Construction 04 <input type="checkbox"/> Banking & Finance 05 <input type="checkbox"/> IT/Telco 11 <input type="checkbox"/> Government 17 <input type="checkbox"/> Manufacturing/ Production 20 <input type="checkbox"/> Shipping/Transport 22 <input type="checkbox"/> Entertainment 23 <input type="checkbox"/> Hotel/Restaurants 27 <input type="checkbox"/> Retail 29 <input type="checkbox"/> Travel-related 19 <input type="checkbox"/> Others _____		Industry/Business Type 02 <input type="checkbox"/> Building/Construction 04 <input type="checkbox"/> Banking & Finance 05 <input type="checkbox"/> IT/Telco 11 <input type="checkbox"/> Government 17 <input type="checkbox"/> Manufacturing/ Production 20 <input type="checkbox"/> Shipping/Transport 22 <input type="checkbox"/> Entertainment 23 <input type="checkbox"/> Hotel/Restaurants 27 <input type="checkbox"/> Retail 29 <input type="checkbox"/> Travel-related 19 <input type="checkbox"/> Others _____	
Length of Service _____ Years _____ Months		Length of Service _____ Years _____ Months	
Name of Previous Employer _____		Name of Previous Employer _____	
Length of Previous Service _____ Years _____ Months		Length of Previous Service _____ Years _____ Months	

Main Applicant Income Information	Joint Applicant Income Information
Monthly Salary S\$ _____ <i>(min. gross monthly income S\$2,000)</i>	Monthly Salary S\$ _____ <i>(min. gross monthly income S\$1,000)</i>
Other Source of Income S\$ _____	Other Source of Income S\$ _____
Salary credited into DBS/POSB Savings/Current account? If yes, Acct. No: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Salary credited into DBS/POSB Savings/Current account? If yes, Acct. No: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Income documents are not required on the condition that your salary is credited via GIRO to your personal DBS/POSB Account for at least 3 consecutive months.	Income documents are not required on the condition that your salary is credited via GIRO to your personal DBS/POSB Account for at least 3 consecutive months.

Property Details

Address of Property to be Renovated

Block _____ Unit # _____

Street/Building Name _____

Postal Code _____

Property type HDB Apt / Condo Landed Others _____

Expected Renovation Period

From: / / To: / /

Owner(s) of Property to be Renovated *(Please tick where applicable):*

Main Applicant Joint Applicant Neither (please fill in 'Non-Borrowing Owner Details')

Non-Borrowing Owner Details

Title Dr Mr Mrs Miss Mdm **Gender** Male Female

Name *(as in NRIC)* _____

NRIC No. _____ **Date of Birth** *(dd/mm/yyyy)* _____

Nationality Singaporean Singapore PR

Relationship with Main Applicant 1 Spouse 2 Parent 3 Sibling 5 Child

Contact Details

Home _____ Office _____

Mobile _____ Email _____

Applicant(s)/Owner(s) Confirmation And Declaration

Applicant(s)/Owner(s) Confirmation and Declaration

- I/We declare and warrant that the information provided herein is true, complete and accurate. I/ We have not withheld any material fact. I/We shall immediately inform you if any of the information changes.
- I/We agree to provide you with additional information and/or supporting documents which you may require from time to time.
- I/We further confirm that I/we have read and understood and hereby agree to be bound by the DBS Privacy Policy, a copy of which can be found on www.dbs.com/privacy. I/We hereby consent to the collection, use, disclosure and processing of my/ our personal data in accordance with the terms and conditions governing the products and/or services applied for herein and the DBS Privacy Policy, as may be amended by DBS Bank from time to time.

For Applicant(s)

- I/We hereby authorise you to obtain and verify any information about me/ us from any source and I/we consent to your disclosure to any third party, my/our personal data, this application, my/our account, credit facilities and affairs, for the purpose of this application. I agree that this includes you conducting checks on me/us with credit bureau, financial institutions and credit/charge card issuers, government bodies and my/our employer(s).
- I/We warrant that I/ we are not related to the renovation contractors and/or interior designers in any way, nor do I/we have any interest in the renovation contractors' and/or interior designers' business.
- I/We agree to be bound by your Standard Terms and Conditions relating to Renovation Loan Granted by DBS Bank Ltd, a copy of which is available at www.dbs.com.sg.
- I am/We are the borrower(s) of the facility and shall only use the facility for legal purposes.
- You may decline this application at your absolute discretion and without obligation to provide any explanation.
- I/We instruct and authorise you, upon approval of this application, to:-
 - deduct upfront from the loan, upon disbursement, a handling fee of 1% of the approved loan amount and the insurance premium of 1% of the approved loan amount payable for my/our comprehensive life and total permanent disability insurance coverage; and
 - debit the monthly instalment amounts and accrued interest and all other monies due and payable by me/us to DBS Bank from such account as may be designated by me/us.
- For joint application, I/We authorise you to accept and act on instructions from either one of us (i.e. either the main applicant or joint applicant) relating to the loan including but not limited to instructions for disbursements of the loan amount or any other matters relating to this application and/or the loan.

For Owner(s) who is/are not an applicant of this loan

11. I/We give our consent to this loan application and the renovation works to be carried out at my/our property.

Note: Signature(s) will be verified against any of your signature records with the Bank. Please ensure that your signature matches the Bank's record and sign within the box provided.

SIGNATURE/NAME <i>(Main Applicant)</i>	Date	Verified by
SIGNATURE/NAME <i>(Joint Applicant)</i>	Date	Verified by
SIGNATURE/NAME <i>(Non-Borrowing Owner)</i>	Date	Verified by

Submit your application at any POSB or DBS branch or send it to us with the required documents at:

DBS Bank Ltd (CP No. AH0025)

Orchard P.O. Box 360

Singapore 912312

DOCUMENT CHECKLIST			
	Main Applicant	Joint Applicant <i>(if applicable)</i>	Non-Borrowing Owner <i>(if applicable)</i>
1) Photocopy of NRIC (front & back)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2) Original invoice or quotation duly signed by the contractor and applicant(s) reflecting renovation cost, name(s) of applicant(s), renovating address details and within 6 months of issue date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3) Proof of Income For Employee (i) Latest month's computerised payslip; or (ii) Latest 3 months' salary crediting bank statements; or (iii) Latest 3 months' CPF Contribution History Statement; (iv) Latest 1 year Income Tax Notice of Assessment with either (i), (ii), or (iii) (v) Letter of Appointment if <3months into new employment For Self-Employed / Variable Income Commission Earners - Latest 1 year Income Tax Notice of Assessment	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
4) Proof of Ownership (<i>waived for DBS/POSB home loan customers</i>) - Property Tax Bill; or - HDB Renovation Permit; or - CPF Housing Withdrawal Statement; or - HDB Letter of Approval; or - Sales and Purchase Agreement	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
5) Proof of Relationship to Main Applicant (<i>where applicable</i>) - Parent (Birth Certificate of Child) - Sibling (Birth Certificate of both parties) - Spouse (Marriage Certificate) - Child (Birth Certificate of Child)		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
6) Others (<i>where applicable</i>) - HDB or MCST Renovation Permit (only for applicants who are owners of the appointed contractor or interior designer) - Letter of Undertaking (only for HDB renovations where the appointed contractor or interior designer is not registered with HDB). Template can be downloaded from https://www.dbs.com.sg/iwov-resources/pdf/loans/personal/reno_loan/renoloan_lou.pdf	<input type="checkbox"/> <input type="checkbox"/>		
7) Workplace Banking Customer(s) - Copy of Staff Pass	<input type="checkbox"/>	<input type="checkbox"/>	

For Bank Use

HLCX 101-14-LRL4OZ0101

OTHERS 100-24-LRL4OZ0101

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Branch Code

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Staff Employee No.