



Marine Environment and Resources Foundation, Inc.

LOAN REQUEST FORM

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

POSITION: \_\_\_\_\_

INSTITUTION: \_\_\_\_\_

LOAN AMOUNT REQUESTED: (PHP) \_\_\_\_\_

(In words): \_\_\_\_\_

PURPOSE OF THE LOAN: \_\_\_\_\_

WHERE FUNDS WILL COME FROM TO PAY LOAN: \_\_\_\_\_

SUPPORTING DOCUMENT/S PROVIDED ON FUNDING SOURCE (e.g. MOA, Line item budget, Project Approval notice, etc): \_\_\_\_\_

ANY PREVIOUS LOAN WITH MERF THAT HAS NOT BEEN PAID? Amount? \_\_\_\_\_

REASON WHY LOAN HAS NOT BEEN PAID? \_\_\_\_\_

**NOTE: LOAN SHALL BE PAID / SETTLED 2 (TWO) MONTHS AFTER RECEIPT OF THE LOAN. OTHERWISE A FINE OF 2% IS APPLIED FOR EVERY MONTH THE LOAN REMAINS UNPAID / UNSETTLED.**

\_\_\_\_\_  
Signature of Borrower

***(Applicable for loan above Php 150,000 up to a maximum of Php 250,000.00, any MERF member can act as co-guarantor)***

I, \_\_\_\_\_ (Co-guarantor), hereby agree to guarantee and be liable for the payment of LOAN as signed by \_\_\_\_\_ (Loan Borrower). This guarantee will remain in effect until the full settlement of the borrowed amount.

\_\_\_\_\_  
Signature of Co- Guarantor

ENDORSED BY:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED BY:  
\_\_\_\_\_  
MERF President                      \_\_\_\_\_  
Date