

2" x 2"
Picture

Name of Corporation

PERSONAL INFORMATION SHEET

Name

Position

I hereby certify that all information contained in this document and its supporting schedules are true and correct of my own knowledge and belief.

Date

Signature of Affiant

REPUBLIC OF THE PHILIPPINES)
IN THE CITY OF _____) S.S.

SUBSCRIBED AND SWORN TO before me this ____ day of _____,
_____ the above affiant exhibiting to me his/her Tax Identification Number _____
issued at _____ on _____.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

I. PERSONAL

1. Name _____
 2. Citizenship _____
 3. Date of Birth _____
 4. Place of Birth _____
 5. Civil Status _____
 6. Residence Address & Telephone Number
a) Present _____
b) Residence for the past 15 years _____
 7. Business Address & Telephone Number _____
 8. For Alien only _____
- a) ACR Number: _____ Date Issued: _____
b) Passport Number _____ Date Issued: _____

II. EDUCATION AND TRAINING

9. College or University Education only or highest educational attainment; if not a degree holder.*

Degree/Course	School Last Attended	Year Graduated

10. Training in financial management and other related fields.*

Nature/Title	Conducted by	Year Taken

III. WORK EXPERIENCE

11. Account all time for the past ten (10) years. Include full and part-time work, self-employment, government service, unemployment and full-time education.*

Name of Office	Position	Duration	
		From	To

* Attach additional sheet if needed

IV. FAMILY RELATION

INFORMATION REGARDING DOSRI**

12. Name of Spouse: _____

13. First Degree (Relatives of legal age only) by Consanguinity: Parents and Children*

Name (Surname, Given, Middle)	Others Name Used	Relationship

14. First Degree (Relatives of legal age only – by Affinity: Parents-in-law and Children-in-law*

Name (Surname, Given, Middle)	Others Name Used	Relationship

15. Relatives by legal adoption*

Name (Surname, Given, Middle)	Others Name Used	Relationship

16. Is your spouse an officer/director of corporation, association or firms other than this institution?

☐ Yes

☐ No

If yes, please state:

17. Schedule of Business Establishments where the Directors/Officer, Spouse and First Degree Relatives have Equity Interest at year end. _____.

Name of Corporation/ Association/Firm	Name of Pertinent Stockholder/ Member, General Partner	Percent Holding to Total Equity

* Attach additional sheet if needed

***Refers to Directors, Officers, Stockholders and Related Interest*

V. DISCIPLINARY HISTORY

18. Have you ever been convicted, judicially or administratively of an offense declared insolvent, spendthrift or incapacitated to contract?

☐ Yes

☐ No

If yes, please state:

Particulars/Nature of Offense	Court of Jurisdiction	Date of Information Filed

19. Have you ever been involved in any criminal, civil or bank cases in any courts of justice, administrative agencies, quasi-judicial bodies, or any tribunal?

☐ Yes

☐ No

If yes, please state:

Particulars/Nature of Offense	Court of Jurisdiction	Date of Information Filed