

# HOME LOAN REQUEST FORM

Please submit the completed form to any OCBC branch.



(Please ✓ where applicable)

Private Home Loan

HDB Home Loan

To: Oversea-Chinese Banking Corporation Limited  
 Attn: Secured Loan, Loan Operations Department

Date: \_\_\_\_\_

Loan Account No: \_\_\_\_\_

Property Address: \_\_\_\_\_

**\*SHORTENING OF EXISTING LOAN TENURE**

I/We would like to shorten my/our tenure to \_\_\_\_\_ years. I/We understand that my/our monthly instalments will be revised accordingly.

**\*LENGTHENING OF EXISTING LOAN TENURE**

I/We would like to lengthen my/our tenure to \_\_\_\_\_ years. I/We understand that my/our monthly instalments will be revised accordingly.

\*Loan tenure changes are subjected to assessment under prevailing regulatory MAS notices (i.e MAS Notices 632 and 645).

I/We authorise the Bank to carry out any searches or checks (including credit checks) and check any information I/we have given you with any organisation (including the Housing Development Board) or any credit bureau or any other organisation or business set up to collect and provide information relating to people's ability to repay credit.

**CANCELLATION OF LOAN QUANTUM**

I/We would like to cancel S\$\_\_\_\_\_ as part/all of the Home Loan/Term Loan/Overdraft loan amount.

**DOCUMENT REQUEST (Please specify the type of documents(s))**

\_\_\_\_\_  
 \_\_\_\_\_

**OTHER REQUEST**

\_\_\_\_\_

I/We authorise the Bank to debit the processing fees/service charge of S\$\_\_\_\_\_ from my/our Direct Debit Account No: \_\_\_\_\_ for the request made as indicated above. I/We understand and accept that the above request will be effected provided there are sufficient funds in the account for the deduction of the relevant fees and subject to the Bank's approval at its absolute discretion. I/We hereby confirm that all existing terms and conditions governing the above-mentioned loan account shall remain unchanged (save only to the extent requested in the foregoing and approved by the Bank) and be binding against me/us.

**BRIDGING LOAN PREPAYMENT**

I/We would like to make a full prepayment of the bridging loan.

**SHORT-TERM LOAN PREPAYMENT**

I/We would like to make a full prepayment of the short term loan.

**Mode of payment (Please ✓ where applicable)**

(a) OCBC Account S\$ \_\_\_\_\_

Please debit this amount from the OCBC account which I/we have designated for my/our housing loan/term loan monthly instalment repayments. ("OCBC Account")

(b) CPF S\$ \_\_\_\_\_

I/We will at the same time submit RPS/NRPS CPF Form 4B (for Private Home Loan) / HBL/4 Form (for HDB Home Loan) to CPF Board to instruct CPF to remit the CPF monies.

**Signature(s)** (In accordance with the OCBC Account specimen signature(s) with OCBC Bank. Note: (a) If the debiting account is a third party account or a joint account, where such joint account is operated with joint signing authority, please ensure that all the relevant account holder(s) will sign on this form as per specimen signature(s) for the relevant account; and (b) by all relevant account holder(s) signing on this form, OCBC Bank is authorised to debit such relevant fees, expenses or costs incurred in connection with or ancillary to this notice from such relevant account(s).)

Name: _____ NRIC No: _____ Contact No: _____	Name: _____ NRIC No: _____ Contact No: _____	Name: _____ NRIC No: _____ Contact No: _____	<p><b>For branch use only</b>                  Notice Receipt Date: _____ Signature(s) Verified                  Against SignPlus by _____</p> <p>_____                  Name/ Date: (Please affix Branch stamp)</p> <p><b>From: Secured Loan</b></p> <p>_____                  Name/ Date:</p> <p>_____                  Name/ Date:</p>
<p><b>For Bank's Use Only</b>                  Notice Date: _____                  Total amount: S\$ _____                  Remarks: _____</p>			<p><b>To: Loan Admin</b>                  Effective Date: _____</p>