



# APPLICATION FOR REFUND DUE TO EXCESS/OVERPAYMENT OF STL AMORTIZATION PAYMENT

HQP-SLF-103  
(V06, 06/2022)

(Branch)

### INSTRUCTIONS

1. Type or print all entries in BLOCK or CAPITAL LETTERS.
2. Submit this form and one (1) valid ID (photocopy).

DATE

LAST NAME	FIRST NAME	NAME EXTENSION <i>(e.g., Jr, II)</i>	MIDDLE NAME	Pag-IBIG MID NO.
EMPLOYER/BUSINESS NAME				
EMPLOYER/BUSINESS ADDRESS				
ADDRESS AND CONTACT DETAILS				
COMPLETE MAILING ADDRESS	CELLPHONE NO.		EMAIL ADDRESS	
	HOME TEL. NO.		BUSINESS TEL. NO.	
MODE OF REFUND <input type="checkbox"/> CREDIT TO DISBURSEMENT CARD ACCOUNT <input type="checkbox"/> CREDIT TO LANDBANK PAYROLL ACCOUNT <input type="checkbox"/> CHECK DISBURSEMENT <input type="checkbox"/> OPERATIONAL REVOLVING FUND	DISBURSEMENT/PAYROLL ACCOUNT NO.  NAME OF BANK		REASON FOR REFUND <input type="checkbox"/> EXCESS/OVERPAYMENT <input type="checkbox"/> OVER DEDUCTION <input type="checkbox"/> OTHERS, <i>please specify.</i>	
SIGNATURE OF APPLICANT OVER PRINTED NAME			DATE	
THIS PORTION IS FOR Pag-IBIG FUND USE ONLY				
AMOUNT OF REFUND: ₱				
RECEIVED BY	DATE	APPROVED/DISAPPROVED BY	DATE	
IN CASE OF DISBURSEMENT THROUGH CHECK, THE FOLLOWING SHALL BE OBSERVED: ▪ MEMBER SHALL BE GIVEN SIXTY (60) DAYS FROM NOTIFICATION TO CLAIM THE CHECK. FAILURE TO DO SO, THE SAID EXCESS/OVERPAYMENT SHALL BE CREDITED TO THE MEMBER'S TOTAL ACCUMULATED VALUE (TAV). ▪ MEMBER WHO HAS CLAIMED HIS/HER TAV SHALL BE GIVEN SIX (6) MONTHS FROM NOTIFICATION TO CLAIM THE CHECK.				



# APPLICATION FOR REFUND DUE TO EXCESS/OVERPAYMENT OF STL AMORTIZATION PAYMENT

HQP-SLF-103  
(V06, 06/2022)

(Branch)

### INSTRUCTIONS

1. Type or print all entries in BLOCK or CAPITAL LETTERS.
2. Submit this form and one (1) valid ID (photocopy).

DATE

LAST NAME	FIRST NAME	NAME EXTENSION <i>(e.g., Jr, II)</i>	MIDDLE NAME	Pag-IBIG MID NO.
EMPLOYER/BUSINESS NAME				
EMPLOYER/BUSINESS ADDRESS				
ADDRESS AND CONTACT DETAILS				
COMPLETE MAILING ADDRESS	CELLPHONE NO.		EMAIL ADDRESS	
	HOME TEL. NO.		BUSINESS TEL. NO.	
MODE OF REFUND <input type="checkbox"/> CREDIT TO DISBURSEMENT CARD ACCOUNT <input type="checkbox"/> CREDIT TO LANDBANK PAYROLL ACCOUNT <input type="checkbox"/> CHECK DISBURSEMENT <input type="checkbox"/> OPERATIONAL REVOLVING FUND	DISBURSEMENT/PAYROLL ACCOUNT NO.  NAME OF BANK		REASON FOR REFUND <input type="checkbox"/> EXCESS/OVERPAYMENT <input type="checkbox"/> OVER DEDUCTION <input type="checkbox"/> OTHERS, <i>please specify.</i>	
SIGNATURE OF APPLICANT OVER PRINTED NAME			DATE	
THIS PORTION IS FOR Pag-IBIG FUND USE ONLY				
AMOUNT OF REFUND: ₱				
RECEIVED BY	DATE	APPROVED/DISAPPROVED BY	DATE	
IN CASE OF DISBURSEMENT THROUGH CHECK, THE FOLLOWING SHALL BE OBSERVED: ▪ MEMBER SHALL BE GIVEN SIXTY (60) DAYS FROM NOTIFICATION TO CLAIM THE CHECK. FAILURE TO DO SO, THE SAID EXCESS/OVERPAYMENT SHALL BE CREDITED TO THE MEMBER'S TOTAL ACCUMULATED VALUE (TAV). ▪ MEMBER WHO HAS CLAIMED HIS/HER TAV SHALL BE GIVEN SIX (6) MONTHS FROM NOTIFICATION TO CLAIM THE CHECK.				