



Documents checklist for Loan Application 贷款申请所需文件如下:

Personal 个人

Salaried Employee/Employed 受薪人士

- Identity Card 身份证
- Employer's Confirmation Letter 雇佣信
- Latest 3 Months Salary Slips/ Latest 6 Months if Commission Earner 最近三个月工资单/六个月(如是佣金收入者)
- Latest 3 Months Salary Credited Bank Statement/ Latest 6 Months if Commission Earner 最近三个月薪资入账银行对账单/六个月(如是佣金收入者)
- EPF Statement and EA Form 公积金和 EA 表格
- 2 Years Personal Income Tax Full Set with Tax Receipt 两年的个人所得税申报和税务收据
- Other savings/Fixed Deposit/ Proof of Investments 其他储蓄/定期存款/投资证明

***Additional Docs for Employment in Singapore 新加坡就业附加文件**

- Work Pass/ PR 工作准证/新加坡永久居民
- Credit Bureau Singapore (CBS), report available at <http://www.creditbureau.com.sg> 新加坡个人信用报告, 可在 <http://www.creditbureau.com.sg> 网站索取
- Notice of Assessment/ Form IR8A 估税通知书/IR8A 表格
- Central Provident Fund (CPF) Statement 公积金报表

Self-Employed 自雇人士

- Identity Card 身份证
- Latest 2 Years Income Tax Return (Borang B/BE) with Tax Receipt 最近两年所得税申报(表格 B/BE) 和税务收据
- Business Registration Certificate & Renewal Receipt (SSM) 营业执照和更新收据
- S14 & S15 (previously known as Form 24 & 49) S14 和 S15 (前称为表格 24 和 49)
- Latest 6 Months Current Account Statements 最近六个月的来往户口对账单
- Other Savings/ Fixed Deposit/ Proof of Investments 其他储蓄/定期存款/投资证明
- ACRA BizFile (Singapore only) 新加坡会计和企业监管局的在线信息索取和归档系统证明

Firms/Companies 公司

- Director's/ Partner's Identity Card 董事/合伙人身份证
- Latest 2 Years Director's/ Partner's Form J/ Borang B/BE & Tax Receipt 最近两年董事/合伙人的表格 B/BE 和税务收据
- Certified True Copy S14 & S15 (previously known as Form 24 & 49) S14 和 S15 的认证副本(前称为表格 24 和 49)
- Certified True Copy Memorandum & Articles of Association (M&A) 公司组织大纲和组织章程的认证副本
- Latest 3 years Audited Financial Statements 最近三年的审计财务报表
- Latest Management Accounts 最新的管理账户
- Debtors/ Creditor Aging Analysis 债务人/债权人账龄报表
- Latest 6 Months Bank Statement 最近六个月的银行对账单
- List of Customers/Suppliers 客户/供应商名单
- Tenancy Agreement (if any) 租赁协议 (如有)
- Other savings/Fixed Deposit/ Proof of Investments 其他储蓄/定期存款/投资证明