



EOP Checklist Form

Dear Valued Client,

Please be informed that we received your intention to avail the Early Occupancy Program (EOP). In able to pursue with the program, the following EOP requirements are needed for qualification.

Client Name _____

Project / Unit _____

EOP Classification _____

EOP REQUIREMENTS FOR UNIT TO BE CONSIDERED ELIGIBLE FOR VIEWING AND ACCEPTANCE			
STANDARD	Signed Contract to Sell		
	Notarized Deed of Undertaking (for Filipino Buyers)		
	Deed of Undertaking for Non-submission of PDCs (for Foreign Buyers)		
	Complete Post-dated Checks (PDCs) covering the Total Amount Payable, thus, including lumpsum; or Auto Debit Arrangement (ADA) Enrollment		
	Cleared Down Payment of at least: 5% of the Total Amount Payable (for Filipino Buyers) 10% of the Total Amount Payable (for Foreign Buyers)		
ADDITIONAL	EOP 30	EOP 60	EOP 90
	none	Plus 1 monthly amortization following Payment Schedule	Plus 2 monthly amortizations following Payment Schedule

TURNOVER DATE: 30 days from Turnover Eligibility

Please ensure complete submission of these documents for a timely turnover of your unit. Non-submission of requirements will eliminate you from the program and will hinder turnover of unit.

In this regard, please get in touch with your Property Specialist for the submission of documentary requirements to complete the booking of your purchase.

Thank you.

SM DEVELOPMENT CORPORATION

Conforme:

Buyer/s
Printed Name over Signature
Date:

Seller
Printed Name over Signature
Date: