



**XML EMPLOYEES MULTIPURPOSE COOPERATIVE
APPLICATION FOR SHORT TERM LOAN**

I wish to apply in the amount of () **P1,000** () **P2,000** () **P3,000** () **P4,000** payable within a period of () **One Month** () **Two Months** plus interest (3% per month) and other charges.

Reason: _____

In case of default in payment as herein agreed or in case of sudden termination of employment in Innodata Knowledge Services, Inc. voluntarily or involuntarily, the entire balance of this note shall immediately become due and demandable at the option of the holder, severally waive presentment or payment, demand protest and notice of protest and dishonor of the same.

It is further agreed by the borrower hereto that in case payment shall be made at maturity, the undersigned authorize the XEMCO Treasurer to collect from the Finance Department of the Innodata Knowledge Services, Inc. out of money due them, the whole amount of the loan including the cost of collection and attorney's fees.

I hereby authorize the Finance Department of Innodata Knowledge Services, Inc. to deduct from my salary the amount due me of my loan from XEMCO in semi-monthly installments and remit the same to XEMCO and if ever Finance failed to deduct my semi-monthly payment, deduction will be taken from my fixed deposit/share by XEMCO. I further authorized Innodata Knowledge Services, Inc. to deduct in full the unpaid amount (if any) if my employment with Innodata Knowledge Services, Inc. has ended/terminated.

Borrower's Name

User#

Signature

Date

Complete Home Address: _____

Provincial Address: _____ Contact Number: _____

Date of Birth: _____

Recipient:

Bank Name/Money Transfer Service:

Account name/Recipient Name:

Account Number/Contact Number:

Checked by:

JEANEL B. LAWAS
Credit Committee Staff

Approved for release:

ERLINDA M. RETUMBAN
Business Manager