

BUYER TYPE

PRIMARY BUYER

CO-BUYER

NAME OF PRIMARY BUYER

ACCOUNT TYPE

- Regular Account
- Corporate/Affiliate/Offsetting Account
- Joint Buyer Account

PAYMENT TERMS

- Cash
- In-House Financing
- Direct Bank Financing (Accredited Banks only)
- In-House Financing with Intent to Convert to Bank Financing

BUYER CLASSIFICATION

- New Buyer
- Repeat Buyer

For repeat buyers, please specify details of any/most recent acquired DMCI Homes property for verification.

PROPERTY NAME	BUILDING NAME	UNIT NUMBER
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RESERVATION AGREEMENT

DATE OF RESERVATION

MM/DD/YYYY

PROJECT / PROPERTY NAME

UNIT / LOT NO. (with or without house) / PARKING SLOT NO.

AREA (in sqm., more or less)

LIST PRICE

CONTRACT INFORMATION

Please answer all fields accurately, and write legibly and clearly. The provided information shall be the basis of your Contract to Sell and Deed of Absolute Sale. Items marked with an asterisk (*) must be accomplished completely. If not applicable, please write **NA**.

CLIENT FULL NAME / COMPANY REPRESENTATIVE FULL NAME*

FIRST NAME	MIDDLE NAME	LAST NAME	SUFFIX
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DATE OF BIRTH*

MM/DD/YYYY

NATIONALITY*

SEX*

Male

Female

CIVIL STATUS*

Single

Widowed

Married

Separated/Divorced

HOME LANDLINE*

MOBILE NUMBER 1*

MOBILE NUMBER 2*

EMAIL ADDRESS*

PRESENT ADDRESS*

For clients based abroad, please specify your current living address.

HOUSE NUMBER / BUILDING	STREET	BARANGAY	CITY	PROVINCE / STATE	ZIP CODE	COUNTRY
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HOME ADDRESS*

SAME AS PRESENT ADDRESS

HOUSE NUMBER / BUILDING	STREET	BARANGAY	CITY	PROVINCE / STATE	ZIP CODE	COUNTRY
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CONTACT PERSON IN THE PHILIPPINES

IN CASE OF AN OVERSEAS CLIENT, in the absence of a verifiable address abroad.

FIRST NAME	MIDDLE NAME	LAST NAME	SUFFIX
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HOME LANDLINE

MOBILE NUMBER 1

MOBILE NUMBER 2

EMAIL ADDRESS

HOME ADDRESS

HOUSE NUMBER / BUILDING	STREET	BARANGAY	CITY	PROVINCE / STATE	ZIP CODE	COUNTRY
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HOME OWNERSHIP*

- Owned (Mortgaged)
- Owned (Not Mortgaged)
- Renting
- Living with Relatives
- Company Provided

LENGTH OF STAY*

REASON FOR BUYING* (Check all that apply)

- Upgrade
- Halfway Home
- Vacation Home
- Investment (Rent)
- Investment (Resale)

- Relocate
- Gift to Children
- Retirement Home
- Investment (Addtl Property)
- Others

Please specify: _____

INDUSTRY/SECTOR

ACC	Accounting/Bookkeeping/Tax Practice/Service
ADV	Advertising/Marketing/Media Agency/Public Relations/Sales Activities
AGR	Agriculture/Hunting/Forestry/Animal Farming/Fishing
AUT	Automotive
AVI	Aviation
BPO	Business Process Outsourcing/Knowledge Process Outsourcing (e.g. Call Centres, Billing/Credit/Collections)
CST	Consultancy/Management
CTN	Construction (e.g. Architecture, Building, Plumbing, Electrical, Carpentry)
EDU	Education
EMB	Embassies/Foreign Consulates
EMP	Employment/Manpower Agencies
ENT	Entertainment (e.g. Recreational/Cultural/Sports)
FIN	Financial Services (e.g. Banking, Insurance, Stocks, etc.)
FMC	Fast Moving Consumer Goods
GOV	Government
HEA	Healthcare/Medical
ITC	Information Technology - Hardware/Software Services
LEG	Legal Services
MAR	Maritime/Shipping/Shipbuilding
MED	Media (Print, Online, Radio, TV, etc)
MFG	Manufacturing (e.g. Food, Non-Food)
NGO	Non-Government Organization/Foundation/Charities
REA	Real Estate (e.g. Development, Sales, Leasing, etc)
REL	Religious Organization
TEL	Telecommunications
TOU	Tourism (e.g. Hotels, Inns, Resorts, Tour Agencies, Restaurants)
TRD	Retail/Wholesale/Commodities Trade
UTI	Utilities (e.g. Electricity, Gas, Water, etc)
OTH	Other Industry/Sector <i>Please specify</i>

EMPLOYER / PRACTICE / BUSINESS INFORMATION*

EMPLOYER / PRACTICE / BUSINESS NAME	JOB TITLE
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OFFICE ADDRESS*

NO./FLOOR/ROOM	BUILDING/STREET	BARANGAY
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CITY	PROVINCE / STATE	ZIP CODE	COUNTRY
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INDUSTRY/SECTOR*

Please use the code provided.

OCCUPATION INFORMATION*

- Employed
- Self-Employed
- Unemployed
- Retired

BASE OF OCCUPATION*

- Local
- Overseas

LEVEL OF DESIGNATION* (if Employed)

- Executive
- Managerial
- Supervisory
- Rank & File

TAXPAYER IDENTIFICATION NO.*

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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PROFESSIONAL PRACTICE
(Engineer, Architect, Lawyer, etc.)

GOVERNMENT ISSUED ID*	ID NO.*	VALID UNTIL*
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GOVERNMENT ISSUED ID*	ID NO.*	VALID UNTIL*
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SPOUSE INFORMATION (IF APPLICABLE FOR INDIVIDUAL BUYERS)

SPOUSE FULL NAME*

FIRST NAME	MIDDLE NAME	LAST NAME	SUFFIX
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HOME LANDLINE

MOBILE NUMBER

EMAIL ADDRESS

DATE OF BIRTH*

MM/DD/YYYY

NATIONALITY*

EMPLOYER / PRACTICE / BUSINESS NAME	JOB TITLE
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OFFICE ADDRESS*

NO./FLOOR/ROOM	BUILDING/STREET	BARANGAY
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CITY	PROVINCE / STATE	ZIP CODE	COUNTRY
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INDUSTRY/SECTOR*

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TAXPAYER IDENTIFICATION NO.*

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PROFESSIONAL PRACTICE
(Engineer, Architect, Lawyer, etc.)

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GOVERNMENT ISSUED ID*	ID NO.*	VALID UNTIL*
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PREFERRED MAILING ADDRESS*

NOTE: Buyer shall ensure he/she is able to update DMCI Homes through Customer Care in case there is a change in his/her contact information.

- Home Address
- Office Address
- Present Address (for Buyers abroad)

SPECIAL MAILING INSTRUCTIONS

TERMS AND CONDITIONS

A reservation fee in the amount of PESOS: _____ (Php _____)

was paid for above-described purchased property on _____.

This reservation will be automatically cancelled in the event that I/we fail to submit the following **REQUIRED DOCUMENTS WITHIN THIRTY (30) DAYS FROM PAYMENT OF THE RESERVATION FEE** and hence, the reservation fee shall not be refunded to wit:

DOCUMENTARY REQUIREMENTS	NEW BUYER	REPEAT BUYER***
Signed RESERVATION AGREEMENT	★	★
Photocopy of 1 VALID GOVERNMENT ISSUED ID (Driver's License, SSS, GSIS e-card / ID, Postal ID, Voter's ID, Barangay ID, Philhealth Card with Picture, NBI Clearance, TIN card, Passport, PRC ID)	★	if ID provided before has lapsed validity period
SPECIAL POWER OF ATTORNEY , if applicable	★	★
VERIFIED TIN (1902 or 1904 with stamp "TIN Verified", TVS, BIR 2303)	★	if not provided before
BANK/PAGIBIG LOAN REQUIREMENTS , if applicable	★	★
Minimum Required POST-DATED CHECKS	★	★
CONTRACT TO SELL OR DEED OF ABSOLUTE SALE Duly signed by the Buyer/s	★	★
COMPUTATION SHEET indicating the Terms of Payment Duly signed by the Buyer/s	★	★
Original PROOF OF BILLING ADDRESS (meralco, water, telephone, cable, bank statement, etc.) Indicating the home address or preferred billing address of principal buyer	★	if current information needs update
BIRTH CERTIFICATE	for minors	
MARRIAGE CONTRACT	if applicable	
CERTIFICATE OF ANNULMENT/DIVORCE	if applicable	
ADDITIONAL REQUIREMENTS FOR PURCHASE UNDER A COMPANY/CORPORATION		
SEC REGISTRATION (certified true copy)	★	
• SECRETARY'S CERTIFICATE (notarized original copy & indicated the property purchased)	★	
• ARTICLES OF INCORPORATION (certified true copy by SEC)	★	
DTI (if not corporation)	★	
COMPANY TIN	★	
OTHERS (as may be required by the Developer)	★	

*** Buyer is qualified as a repeat buyer if it satisfies the following conditions: (1) with an active account in DMCI Homes, (2) has complete documentary requirements in the last purchase, and (3) has less than 10 years since the title of the past purchased units has been transferred to his/her name.

In addition to the contract price, certain national and local government taxes, fees and other processing expenses are chargeable to me/us. In case that the ownership of property is to be transferred to second party, I/we or the second party shall be responsible for any taxes that will be imposed to such action. All expenses for the installation of certain utilities/services shall also be for my/our account.

Sale under minor may be assessed by Bureau of Internal Revenue (BIR) with Donor's Tax.

It is my sole responsibility to update the Bureau of Internal Revenue (BIR) on changes of tax identification details reflected on their system to align with the documents I have submitted to DMCI Homes.

It is understood and agreed that I/We cannot assign or transfer the reservation to a third party unless consented to or duly agreed upon, in writing, by DMCI Homes and maybe subject to a fee if approved. Any assignment or transfer without the written consent or approval of DMCI Homes shall be void and shall cause the automatic cancellation or rescission of the reservation as well as the automatic forfeiture of the reservation fee.

The reservation and this agreement shall not be valid and binding unless approved by the developer/seller and that corresponding reservation fee has been settled. Unless approved, this agreement shall not be considered as a consummated sale. I/We hereby agree and acknowledge that DMCI Homes or the developer/seller has the right to disapprove, cancel and rescind this agreement for whatsoever cause or reasons at any time before the execution of a Contract To Sell or Deed Of Absolute Sale by giving written notice of its intention to do so. If the disapproval, cancellation or rescission is due to the fault, delay or negligence of the Buyer, the developer/seller shall not be obligated to refund all payments made to it by the Buyer. In the absence of such Buyer's fault, delay or negligence, the developer/seller may refund the reservation fee, without interest or damages.

I/We hereby further understand that any representation/s or warranty/ies made to me/us by the agent who handled this sale that is/are not embodied herein shall not be binding on the developer/seller unless (i) such representation/s or warranty/ies are in writing and confirmed by the President of the developer/seller and (ii) such representation/s or warranty/ies are in accordance with policies, pronouncements and guidelines of DMCI Homes and/or the developer/seller. Furthermore, I/We understand that only duly authorized officers of DMCI Homes or the developer/seller are allowed to make commitments.

This agreement shall not be considered as changed, modified, altered or in any way amended by acts of tolerance of developer/seller or DMCI Homes unless such changes, modifications or amendments are made in writing and duly signed by the authorized officers.

For Married Buyers: For purposes of Contract to Sell / Deed of Absolute Sale preparation, I want the documents to be in: my name with marital consent our name as SPOUSES

DMCI HOMES DATA PRIVACY AGREEMENT

We, DMCI Project Developers, Inc. (the "Company"), together with its subsidiaries, special projects and business units, highly value the confidentiality of information you have entrusted us. We highly regard your personal, sensitive and privileged information such that it will only be used for its intended purpose (or as may be required by existing national and local laws, rules and regulations), kept within the agreed period and protected against data privacy breach. Any personal, sensitive and privileged information that you provide shall be kept safe under the Data Privacy Act of 2012 (the "Act"), applicable laws of the Philippines and the Company's very own commitment through its Data Privacy Policy.

Personal and privileged information that you provide shall be used for transactions related to the sale of the Company's products and all matters arising out of the said transaction.

All information collected by the Company shall be considered accurate unless the Client / Potential Client requests for update. It shall never be the responsibility of the Company to ensure validity / accuracy of information shared by the Client / Potential Client.

Under the Data Privacy Act of 2012, you have the right to access, modify, erase and / or object to any processing of personal, sensitive or privileged data that you have provided to us. To do so, kindly contact our Data Protection Officer with the following information:

Name : Josephine C. Isidro
Address : 1321 Apolinario St., Brgy. Bangkal, Makati City PH 1322
Phone No. : (02) 555-7777 x7863
Email Address : dataprivacyoffice@dmcihomes.com

The Company will not impose any charge to cover the cost of verifying a request for information and locating, retrieving, reviewing and copying any material requested. Please note, however, that the Company's decision to provide such access or consider any request for correction, erasure and objection to process of the personal data as it appears in our records is subject to any exceptions under applicable laws, rules and regulations and / or the Act.

We have implemented technological, organizational and physical security measures to protect your information from loss, misuse, modification, unauthorized or accidental access or disclosure, alteration or destruction. We put in effect safeguards such as:

- Keeping and protecting your information using a secured server behind a firewall, deploying encryption on computing devices and physical security controls
- Restricting access to your information only to qualified and authorized personnel who hold your information with strict confidentiality including third-party personnel/company who may be required to process your information

The data will be kept within 10 years from date of last engagement (e.g. release of transferred title, release of documents related to back-out) or as may be required by existing laws, rules and regulations, unless you request your data to be deleted in our systems, databases and hardcopies earlier than this date, subject to limitation of applicable laws and / or the Act. Once deleted, your information will no longer be searchable or included in anonymous searches and will be completely removed from all the storage location.

By agreeing to this policy, you explicitly and unambiguously consent to the collection, processing and storage of your personal, sensitive and privileged data by DMCI Project Developers, Inc. for the purpose(s) described in this Data Privacy Notice. Please ensure that you have completely read and comprehended the terms above before signing.

I/We certify that the above information are to the best of my/our knowledge, true and correct and are made for the purpose of obtaining credit.