1st Indorsement
(Date)

Respectfully transmitted to the OIC-Executive Director, Bureau of Local Government Finance, Manila, for appropriate action the herein preliminary computation of Net Debt Service Ceiling (NDSC) and Borrowing Capacity (BC) of the **(Name of LGU)**_____, relative to its loan application for fiscal year ____, with the **(Name of Financing Institution/Bank)** , for the purpose of **(as stated in the Resolution/ enumerate the loan purposes if provided)**.

The Name of LGU has an estimated NDSC of **Php**_____ and an NBC of **Php**_____, based on the submitted audited financial reports of the LGU for the past three years, herein enclosed for ready reference, as follows: *(identify the enclosures)*

1. Enclosure A – Detailed Statement of Income Sources;
2. Enclosure B – Computation of Annual Regular Income; and
3. Enclosure C – Computation of NDSC and BC.

This Indorsement further certifies to the completeness and orderliness of the original documents submitted by the same LGU, per Attachment A - BLGF Checklist of Requirements for the Certification NDSC and BC duly certified by the Financial Analyst of this Office, with the recommendation for the final issuance of the Certificate by that Office.

Thank you.

_____
Signature over Printed Name
of the BLGF-Regional Director

CC: **Hon. NAME OF LCE,** *Title,* Name of LGU