

Annex "F"
Simplified Statement of Indebtedness, Payments and Balances (SIPB)

Annual Statement of Indebtedness, Payments and Balances (SIPB)

Name of LGU: _____

Instruction: Please prepare a Statement for each kind of loan.

ITEM NO.	PARTICULARS	DETAILS
1	LGU Income Classification	
2	Date of Report	
3	Lending Institution (<i>Bank or Creditor</i>)	
4	Certificate Number – NDSC/BC	
5	Date of Certification – NDSC/BC	
6	Monetary Board (MB) Resolution Number	
7	Date of MB Opinion	
8	Date of Approval of Loan	
9	Amount Approved*	
10	Maturity Date	
11	Type of Indebtedness Instrument (<i>Loan, Bond or other form of indebtedness</i>)	
12	Purpose of Indebtedness	
13	Terms and Conditions: Fixed or Variable	
14	Terms and Conditions: No. of Years of Indebtedness	
15	Terms and Conditions: Interest Rate	
16	Terms and Conditions: Grace Period (<i>Number of Months or Years</i>)	
17	Frequency of Payment	
18	Annual Amortization: Principal	
19	Annual Amortization: Interest	
20	Annual Amortization: Gross Receipt Tax (GRT)	
21	Starting Date of Payment	
22	Cumulative Payment from Starting Date: Principal	
23	Cumulative Payment from Starting Date: Interest	
24	Cumulative Payment from Starting Date: GRT	
25	Total Amount Released (<i>Availment as of date</i>)	
26	Remaining Balance to Date / Undrawn Amount (<i>Line 9-25=26</i>)	
27	Outstanding Loan Balance After Principal Payment (<i>Line 9-22=27</i>)	
28	Arrears: Principal (if any)	
29	Arrears: Interest (if any)	
30	Collateral Security	
31	Deposit to bond sinking fund for the year	
32	Sinking fund balance to date, if any	
33	Breakdown of fees and other related costs (of loan)	
34	Other relevant terms and conditions (of loan)	

Certified Correct by:

Date Issued:

Signature over Printed Name of Local Treasurer

Note:

* Please indicate if on a staggered basis

SOURCES OF SIPB INFORMATION

Item No.	Information Type	Instruction	Source of Information
1	Income Class	Indicate the LGU income classification.	Latest DOF Department Order
2	Date (mm/dd/yyyy)	Indicate cut-off date of report, e.g. Ending 1st Qrt. March 31, 2016.	Reporting date
3	Name	Indicate the name of the lending institution (Bank/Financial Institution or Private Corporation). Write full name. Example: Land Bank of the Philippines, Development Bank of the Philippines	Loan Agreement
4	Number	Issued Certificate Number of Borrowing Capacity.	NDSC/BC issued by BLGF
5	Date (mm/dd/yyyy)	Input the issue date of Certificate of Net Debt Service and Borrowing Capacity (CNDSC) by BLGF.	CNDSC issued by BLGF
6	Number	Loans from GFI (DBP/LBP) passes through the Monetary Board. Refer to the MB resolution number provided.	Bangko Sentral ng Pilipinas (BSP)
7	Date (mm/dd/yyyy)	Refer to the MB resolution date of approval.	Bangko Sentral ng Pilipinas (BSP)
8	Date (mm/dd/yyyy)	Date of Approval of Loan.	Loan Agreement
9	Amount	Indicate the principal approved amount of loan.	Loan Agreement
10	Date (mm/dd/yyyy)	Indicate the date that the loan finally becomes due or date of settlement or completion of payment.	Loan Agreement
11	Description List – Kind of indebtedness	Specify the type of indebtedness instrument. Example: Bond or Syndicated/Bilateral Debt, Loan (Secured or Unsecured), Lease (Build-Operate-Transfer, Build-Lease-Transfer, etc), Mortgage, Combination, etc.	Loan Agreement
12	Description List – Type of Loan	Indicate the reason for borrowing. Example: Construction of: Health Care Center, Social Welfare Centers, Trade Center (Public Market or alike), Water District, School, Government Center (Provincial Hall, City Hall, Municipal Hall, Barangay Hall), Transport Terminal, Sea Port, IT Systems, Entertainment/Sports Center, Waste Management Facility, Disaster/Risk Management Center, Others	Loan Agreement / Council Resolution
13	Description List	Specify If the loan rate is fixed or variable (floating), indicate the base and spread.)	Loan Agreement
14	Number	Specify the number of years the LGU is bound to the lending institution to pay in full. (Period covered to pay the loan.)	Loan Agreement
15	Rate	Indicate the agreed interest rate of the loan.	Loan Agreement
16	Number	Indicate the number of years that the lending institution provided to LGU to defer the payment of principal. Usually this first one or two years of the loan.	Loan Agreement
17	Amount	Indicate the amount of annual principal payment made based on amortization schedule.	Loan Agreement
18	Pre-defined Answer	Indicate the agreed frequency of payment: Monthly, Quarterly, Semi-annually, or Annually Select only one answer.	Loan Agreement
19	Amount	Indicate the amount of annual interest payment made based on the amortization schedule.	Loan Agreement
20	Amount	Indicate the amount of annual Gross Receipt Tax (GRT) payment made based on the amortization schedule.	Loan Agreement
21	Date (mm/dd/yyyy)	Indicate the 1st date of payment in relation to the amortization schedule.	Record of Debt Service (RDS) Amortization Schedule
22	Amount	Indicate the amount of cumulative principal payment made from starting date of payment.	RDS-Amortization Schedule
23	Amount	Indicate the amount of cumulative interest payment made from starting date of payment.	RDS-Amortization Schedule

Item No.	Information Type	Instruction	Source of Information
24	Amount	Indicate the amount of cumulative GRT payment made from starting date of payment.	RDS-Amortization Schedule
25	Amount	Indicate the total amount that the lending institution released to the LGU.	Loan Agreement
26	Amount	Indicate the remaining unreleased balance as of the reporting date. (Line 9-25=26)	Accounting Office Subsidiary Ledger
27	Amount	Indicate the outstanding loan balance after principal payment, as of the reporting date. (Line 9-22=27)	Accounting Office Subsidiary Ledger
28	Amount	Indicate the amount of principal in arrears as of reporting date.	Subsidiary Ledger
29	Amount	Indicate the amount of interest in arrears as of reporting date.	Subsidiary Ledger
30	Description List	Indicate the collateral if any, attached to the loan/s	Loan Agreement
31	Amount	Indicate the amount set aside for the installment payment of maturing loans / bonds	Accounting
32	Amount	Indicate the cumulative balance of sinking fund if any, reporting date.	Accounting
33	Description List/ Amount	There are costs associated in each loan. Enumerate here the fees and other related cost incurred to facilitate the loan. i.e. Documentary Stamp Fees, Up-front Fees and Commitment Fees	LGU
34	Description List	If any, and other than the terms and conditions indicated above, enumerate herewith the other relevant terms.	Loan Agreement