



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OF THE CITY OF BATAC

Advisory No. **295**, s. 2025

11 DEC 2025

In compliance with DepEd Order (DO) No. 8, s. 2013
this advisory is issued not for endorsement per DO 28, s. 2001,
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.

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SALARY LOAN FACILITY

The LANDBANK of the Philippines is pleased to offer a Salary Loan Facility to help our valued employees to provide a tailored financial solution achieve their financial goals.

Attached is a copy of the letter for information.

For inquiries and/or clarification, kindly contact:

MARICHU D. DAGDAGAN

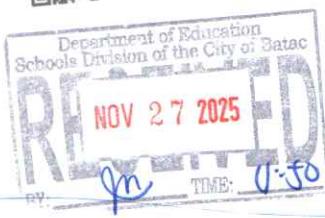
Branch Manager, LBP Batac Branch

Email: BatacBranch@landbank.com

Mobile No.: (077) 792-3453

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2510389/ADMIN/JPM/Advisory-Landbank-SalaryLoanFacility
December 10, 2025

25 November 2025


SDS ANSELMO R. ALUDINO

 Schools Division of the City of Batac
 Asuncion St., Brgy. 16S Quiling Sur,
 City of Batac, Ilocos Norte 2906

Dear Mr. Aludino:

Warm greetings from the Land Bank of the Philippines!

We hope this letter finds you well. At LANDBANK, we are committed to providing a tailored financial solution to help individuals and businesses achieve their financial goals. We are pleased to offer our Salary Loan Facility to your valued employees.

Our Salary Loan Facility comes with highly competitive interest rates and quick processing times, ensuring seamless access to financial support whenever needed. Below are some of the key features of our Salary Loan Facility:

Borrower's Eligibility	:	Regular/permanent employee and has been in the service for atleast one(1) year. Must be eighteen (18) to sixty three (63) years old during loan application and 64 years old at the time of loan maturity
Loan Amount	:	Maximum loanable amount shall be up to eight (8) months gross pay, provided that the amount of loan shall not be less than PhP20,000.00 but not more than PhP2,000,000.00.
Loan Term	:	6 months to 36 months
Interest Rate	:	7 % per annum
Repayment	:	Agency Remittance to Branch
Documentary requirements	:	1. Notarized Application Form (3 copies) 2. Mortgage Redemption Insurance (MRI) Form 3. Copy of payslips for the last three(3) months (certified true copy by authorized signatory) 4. Certificate of Employment 5. One copy of 2x2 ID picture 6. Photocopy of valid ID

Should you have any queries, please feel free to contact the undersigned at telephone no. (077) 792-3453 or via e-mail at BatacBranch@landbank.com. We would be glad to discuss the offer with you.

Thank you once again. We look forward to a continued and mutually beneficial business relationship with you and your agency.

Sincerely,


MARICHUD. DAGDAGAN
 Branch Manager, LBP Batac Branch