

**AUTHORITY TO BILL, DEDUCT AND COLLECT
THROUGH THE DEPED AUTOMATIC PAYROLL DEDUCTION SYSTEM (APDS)**

I hereby authorize DepEd to deduct from my salary, through the DepEd APDS, the sum of PESOS: _____ (P _____), inclusive of principal and interest, beginning on _____ and ending on _____ and to remit the same to PHILIPPINE PUBLIC SCHOOL TEACHERS ASSOCIATION in consideration of the loan which was granted to me on _____.

The authorization is VALID AND BINDING within the aforementioned loan period, unless the loan is pre-terminated, or the authorization is otherwise revoked. Moreover, I agree that deductions that will reduce my monthly net take-home pay to lower than what is allowed under the law shall not be accommodated in the APDS. Such non-accommodation shall not extend the ending period of this authorization.

Signature over Printed Name of DepEd Borrower

Date: _____

PROMISSORY NOTE

For value received, the undersigned promises to pay through APDS to the Philippine Public School Teachers Association the sum of PESOS: _____ (P _____) with interest of _____ percent (____%) per annum, **TO BE PAID IN EQUAL MONTHLY INSTALLMENTS, INCLUSIVE OF PRINCIPAL AND INTEREST, IN THE AMOUNT OF P _____, BEGINNING ON _____ AND ENDING ON _____.**

Default in the payment for six (6) consecutive instalments shall render the entire unpaid balance due and demandable.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____ at _____.

Signature over Printed Name of Borrower

ID No. _____

Employee No. _____ Division No. _____ Station No. _____

Date Issued: _____

School or Station Address: _____

Place Issued: _____

Telephone Number: _____

Home Address: _____

Subscribed and sworn before me, A Notary Public in and for the above jurisdiction, this ____ day of _____ by the affiant identified as such person after presenting the following:

NAME	ID NO.	DATE AND PLACE ISSUED
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Doc. No. _____

NOTARY PUBLIC

Page No. _____

Book No. _____

Series of _____