



BANGKO SENTRAL NG PILIPINAS

INTEGRATED SUPERVISION DEPARTMENT I

Business Name : _____
Business Address: _____ ZIP Code : _____
Proprietor/Managing Partner/President: _____ Tel. No. : _____
Name of vendee/new owner : _____

Note: If the vendee continues the operation of the pawnshop that is the subject of change of ownership, the pawnshop shall be subject to the non-refundable processing fee of ₱1,000.00 upon completion of the documentary requirements for the establishment of a new pawnshop.

In addition to the processing fee, a registration fee of ₱3,000.00 which shall be valid for a period of three (3) years shall be collected for every pawnshop unit prior to the release of the approved Acknowledgment of Registration/Authority to Operate.

CHECKLIST OF BSP REQUIREMENTS FOR TRANSFER OF OWNERSHIP OF PAWNSHOPS FROM A DECEASED PERSON TO HEIRS

- I. To be submitted/complied with by new owner (Vendee)
1. Duly notarized Information Sheet (BSP-7-26-01) on the entity duly accomplished by the proprietor/managing partner/president
 2. Copy of deed of assignment/sale of pawnshop
 3. Waiver from compulsory heir, if the consideration is grossly inadequate
 4. Affidavit that persons who executed the waiver are the only compulsory heirs
 5. Extra judicial settlement of the estate
- II. To be submitted by former owner/heirs (Vendor)
1. Notarized statement by owner/managing partner/president/heirs stating that:
 - a. The pawnshop's books of accounts, records and documents shall be preserved for five (5) years from date of last entries before the transfer of ownership.
 - b. All unneeded accountable forms such as official receipts and pawn tickets have been destroyed to prevent their unauthorized use.

The owner/managing partner/president shall be held liable for present or future claims arising from transactions of the pawnshop under the former owner (new owner may assume this liability, in which case, he/she shall submit a notarized statement to that effect).

 - d. All outstanding pawns have been redeemed/sold at public auction, or otherwise disposed of in accordance with law; or the owners of outstanding pawns assigned to vendee have been notified by registered mail on the transfer of ownership of the pawnshop.
 2. Copy of pawnshop's notice of retirement of business as acknowledged by the licensing authority where the pawnshop operated.
 3. Original Bangko Sentral Certificate of Acknowledgment issued to the pawnshop, or an affidavit in case of loss.
 4. Payment of Bangko Sentral assessment on the pawnshop for non-submission or delayed submission of required reports, if any.

NEW PAWNSHOP SHALL NOT EXTEND NEW LOANS UNTIL NEW BANGKO SENTRAL CERTIFICATE OF ACKNOWLEDGMENT IS RECEIVED