

UW SAP personnel no.:

Applicant's details (UW employee):

Name and surname:

Address of permanent residence:.....

Address of residence:

Telephone:

Identity card no.:.....

APPLICATION NO.....

I hereby apply for a loan from the University of Warsaw Social Benefits Fund [pl. ZFŚS]

in the amount of PLN in words: PLN.....

for the purpose of:

- purchase of an apartment/house
- purchase of the **first** apartment/**first** house

Required documents be attached to the application:

1. Confirmation from the UW Human Resources Office, the UW Section for Social Funds Settlement and the UW Payroll Unit (on page 2 of the application)
2. Notarial deed
3. Statement of two guarantors expressing their consent to guarantee the above-mentioned loan
4. Declaration of submission to enforcement with respect to the obligation to repay the loan, under penalty of the agreement being null and void.

Additional attachments required for a loan for the first apartment/house

5. Certificate of income for the previous year for all family members / personal income tax document [PIT]
6. Certificate confirming the fact that the applicant or his/her spouse is not the owner or primary lessee of the apartment
7. Information about the planned date of apartment purchase

I. Number of persons in a household

II. Średni miesięczny przychód przypadający na osobę w rodzinie, obliczany za zasadach określonych w § 7 ust. 6-9 Regulaminu ZFŚS: zł

I hereby declare that the above data are accurate and complete.

I hereby declare that I give my consent to inspect payroll documents.

I further declare that I have read and understood the following information clause regarding the processing of personal data I have provided in connection with the submission of this application.

Warsaw,

.....
signature of the applicant

The Controller of the personal data provided above is the University of Warsaw.

Detailed information on the personal data processing can be found at:

<https://www.uw.edu.pl/wp-content/uploads/2019/08/klauzula-informacyjna-dot-przetwarzania-danych-osobowych.pdf>

Confirmation from the UW Human Resources Office (points I and II)

I. Applicant - UW employee

I hereby certify that Mr./Ms. is an employee working under a permanent employment contract / under a fixed-term employment contract /within a period of notice

UW Unit:....., position of, employed at the University of Warsaw since

II. Guarantors – persons proposed as guarantors, permanent employees of the University of Warsaw employed on a full-time basis:

1. series and no. of identity card..... address of permanent residence.....
2. series and no. of identity card..... address of permanent residence.....

Warsaw,
.....
stamp and signature of a UW BSP employee

Confirmation from the Section for Social Funds Settlement about the absence of indebtedness of the applicant to the University Social Benefits Fund [pl. ZFSS] (Karowa Street, room no. 102)

Warsaw,
.....
stamp and signature of a UW Bursar's Office employee

Confirmation from the UW Payroll Unit – amount of remuneration payable:

Warsaw,
.....
stamp and signature of a UW Bursar's Office employee

The UW Office for Personnel Social Benefits hereby certifies that this application satisfies the formal criteria set forth in the Rules and Regulations and requests that Mr./Ms..... be granted a loan in the amount of PLN in words: PLN.....

Note: the English version of this document is for information purposes only

Warsaw,

.....
stamp and signature of the Head of the BSSOC Office

UW SAP personnel no.:.....

Guarantor's details (UW employee):

Name and surname:

Address of permanent residence:.....

Address of residence:

Telephone:

Identity card no.:.....

Statement

I hereby grant my consent to act as a guarantor for the Applicant

for a loan for the purchase of an apartment/house in the amount of PLN.....

(in words:),

with a repayment period of years, in instalments of PLN each.