



UNIVERSITY OF THE PHILIPPINES

**Provident Fund**

## U.P. PROVIDENT FUND, INC Application for Withdrawal of Membership

DATE \_\_\_\_\_

NAME

\_\_\_\_\_

LAST NAME

FIRST NAME

MIDDLE NAME

TIN: \_\_\_\_\_

CONTACT NO.: \_\_\_\_\_

CAMPUS

\_\_\_\_\_

UNIT / DEPARTMENT

\_\_\_\_\_

Requirements:

- 1 Photocopy of 2 Valid Identification Cards ( ID )
- 2 Letter indicating the reason for withdrawal

**Policies on Withdrawal of Membership:**

1. Withdrawing members are only allowed to withdraw the Member's contribution and its earnings thereon.
2. The proceeds from withdrawal shall be deducted the following: member's outstanding loan balance and interest and surcharges, if any; service fee of P200; 10% withholding tax on earnings; and 10% withdrawal fee on net earnings.
3. Partial withdrawal is not allowed. Once withdrawn, the member loses all rights and benefits of a UP Provident Fund member.
4. Withdrawn members may only reapply and be re-admitted for membership after one (1) year from the date of withdrawal.
5. Returning members may only avail of loans after one (1) year from the date of re-admission.

\_\_\_\_\_  
Signature Over Printed Name