



List of Requirements

TRANSFER OF OWNERSHIP

NAME OF ORIGINAL BUYER (SELLER): _____
NAME OF NEW BUYER : _____
Playing Representative : _____

- () Duly accomplished Application Form complete with proposer and seconder's signatures. Proposer and seconder should be a member of Sherwood Hills Golf Club
- () Brief History of Employment
- () **2 Photocopies of Passport or Residence Certificate**
- () Photocopy of Marriage Contract
- () Photocopy of Birth Certificate of Dependent/s
- () If Alien, photocopy of Alien Certificate of Registration
- () Colored picture – one (1) copy size 2" x 2" of applicant, spouse and dependents
- () Waiver from SHGC
- () Transfer Fee of **P50,910.00** payable to Sherwood Hills Golf Club
- () Membership Fee of **P50,910.00** payable to Sherwood Hills Golf Club
- () Clearance of account of seller from Sherwood Hills Golf Club
- () Surrender permanent cards/temporary cards of member, spouse & dependents
- () Resignation letter from the present playing representative **(2 copies)**
- () Duly notarized Deed of Absolute Sale **(photocopy & original)**
- () Duly endorsed original Stock Certificate counter signed at the back
- () Proof of Payment of Capital Gain Tax (Capital Gain Tax /filing, Authority to Accept Payment/Doc. Stamp Tax Declaration & Certification from the /BIR **(all original and 1 set photocopy)**
- () Duly accomplished specimen signature form of buyer and seller **(original & photocopy)**
- () Photocopy of 2 valid IDs of buyer and seller **(2 copies)**

Additional Requirements for Corporate Share:

- () Duly notarized Board Resolution/Secretary's Certificate (Corporate share only)
- () Corporate Certificate of Employment
- () Articles of Incorporation **(2 copies)**
- () Latest Financial Statement

Remarks

Submitted by: _____

Checked by: _____

Marie Rose Bamunuachchi
Membership Supervisor
09178073219

C:\Documents and Settings\membership\My Documents\FORMS\application

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Reservation
((0977) 805 6970

A MEMBER OF FEDERATION OF GOLF CLUBS PHILIPPINES INC.

Billing and Collection/ Accounting Department
(046) 419-0671/ (0917) 629 3932

Purchasing/ Cashier
(046) 419-0671

Human Resource Department
(046) 419-0671