

GSIS MEMBER'S REQUEST FORM

Date: _____

Time: _____

Name: _____ (please write full name with middle initial)

GSIS Policy No./Retirement No. _____ GSIS ID No. _____

Agency/Office Address: _____

Mailing Address: _____

Tel. No. (Office Landline): _____ Residence Landline: _____

Fax Number: _____ Cellphone No.: _____

E-mail Address: _____ For DEP ED: Employee No. _____ STN No. _____ DIV. No. _____

Nature of Business/Request/Transaction (Please check appropriate box):

Loans Transaction	Date Filed	Membership Transaction	Date Filed
<input type="checkbox"/> Consolidated Loan		<input type="checkbox"/> Issuance of Business Partner No.	
<input type="checkbox"/> Policy Loan		<input type="checkbox"/> Re-insurance	
<input type="checkbox"/> Housing Loan		<input type="checkbox"/> Conversion of Life Policy (ELP)	
<input type="checkbox"/> Refund/Recomputation		<input type="checkbox"/> Request for duplicate copy of contract	
<input type="checkbox"/> Request for GSIS Clearance		<input type="checkbox"/> Change of name/status/birth	
<input type="checkbox"/> Others:		<input type="checkbox"/> Others:	

For DEP ED Employees	Date Filed	CLAIMS	Date Filed
<input type="checkbox"/> Request for stoppage of loan deduction		<input type="checkbox"/> CSV	
<input type="checkbox"/> Request for deduction of loan amortization		<input type="checkbox"/> Maturity	
		<input type="checkbox"/> Retirement/Survivorship	
		<input type="checkbox"/> Burial	
E-SERVICES	Date Filed	Death Claim	
<input type="checkbox"/> Pension Loan		<input type="checkbox"/> CEAP	
<input type="checkbox"/> Old Age Pension		<input type="checkbox"/> HIP	
<input type="checkbox"/> Survivorship Pension		<input type="checkbox"/> Pre-need	
<input type="checkbox"/> Commencement of Pension		<input type="checkbox"/> EC	
<input type="checkbox"/> Accrual of Pension		<input type="checkbox"/> OLID	
<input type="checkbox"/> Request for Home Visit		<input type="checkbox"/> Disability	
<input type="checkbox"/> Others:			
POSTING	Date Filed		
<input type="checkbox"/> Other Transactions		<input type="checkbox"/> Others:	
		<input type="checkbox"/> Others:	

Specify type of loan and payment months and year

Details of Request:

MSO's Analysis and Recommendation:

Signature over full name of transacting member

Signature over full name of attending MSO