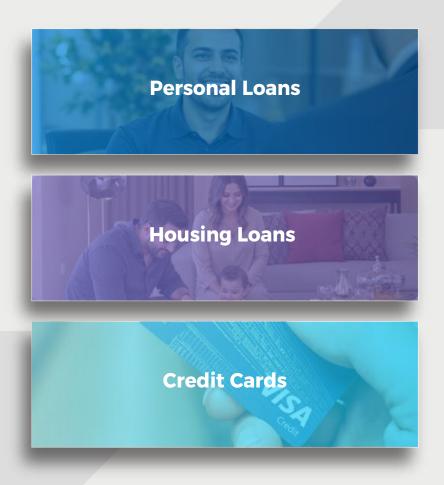


Select the loan you want to apply for and review its requirements.



9-2025 H B T F . C O M



Personal Loans:
Required documents for
a personal loan application
based on employment sector:

01 - Public Sector:
Valid National ID for Jordanians, or Military Appointment Certificate for
military personnel.
Valid passport and residence permit for non-Jordanians or Gaza Strip
ID card and temporary passport.
Original salary slips for the last 3 months.
Salary certificate showing hiring date and nature of work.
Certified bank statement for the last 6 months, if salary is transferred to
another bank.
Copy of the employment contract for fixed-term contract employees.
Official salary transfer letter using the bank's approved format.
Social Security subscription statement.
When buying out obligations from other banks:
Detailed obligations certificate from the other bank or granting entity.
Conditional salary transfer letter.
Certified bank statement for the last 12 months instead of 6 months.
The Bank may request additional documents, if needed.



Personal Loans:
Required documents for a personal loan application based on employment sector:

02 - Private Sector:
Valid National ID for Jordanians, or Military Appointment Certificate for military personnel.
Valid passport and residence permit for non-Jordanians or Gaza Strip
ID card and temporary passport.
Original salary slips for the last 6 months.
Salary certificate showing hiring date and nature of work.
Certified bank statement for the last 6 months, if salary is transferred to
another bank.
Copy of the employment contract for fixed-term contract employees.
Official salary transfer letter using the bank's approved format.
Social Security subscription statement.
When buying out obligations from other banks:
Detailed obligations certificate from the other bank or granting entity.
Conditional salary transfer letter.
Certified bank statement for the last 12 months instead of 6 months.
The Bank may request additional documents if needed



Housing Loans
(Ready Apartments):
Required documents for a
housing loan application for:

02 Salaries transferred to the bank:

Valid National ID for Jordanians, or Military Appointment Cer-
tificate for military personnel.
Valid passport and residence permit for non-Jordanians or
Gaza Strip ID card and temporary passport.
Original salary slips for the last 3 months.
Salary certificate showing hiring date and nature of work.
Copy of the employment contract for fixed-term contract
employees.
Official salary transfer letter using the bank's approved format.
Social Security subscription statement.
Registration deed for the property to be purchased.
Land plan.
Site plan.
Initial sales agreement.
Commercial registration of the property-owning company for
the last month.
Property seller's valid ID document.
The Bank may request additional documents, if needed.



Housing Loans
(Ready Apartments):
Required documents for a
housing loan application for:

02 Salaries transferred to other banks:

	Valid National ID for Jordanians, or Military Appointment Certificate
	for military personnel.
	Valid passport and residence permit for non-Jordanians or Gaza
	Strip ID card and temporary passport.
	Original salary slips for the last 6 months.
	Salary certificate showing hiring date and nature of work.
	Certified bank statement for the last 6 months.
	Copy of the employment contract for fixed-term contract employees.
	Official salary transfer letter using the bank's approved format.
	Social Security subscription statement.
	Registration deed for the property to be purchased.
	Land plan.
	Site plan.
	Initial sales agreement.
	Commercial registration of the property-owning company for the
	last month.
	Property seller's valid ID document.
30	The Bank may request additional documents, if needed.



Housing Loans
(Ready Apartments):
Required documents for a
housing loan application for:

03 Jordanian Expatriates:

	Valid National ID.
	Copy of the residence permit in the other country.
	Copy of the employment contract.
	Certified bank statement from the last 12 months issued by the bank
	in the residence country.
	Original salary slips for the last 6 months.
	Credit report from the residence country.
	Credit inquiry report from the client's country of employment.
	Authentication of all documents from the respective embassy in the
	residence country and Ministry of Foreign Affairs.
	Tax declaration statement for expatriates in the USA, UK, and Canada.
	Social Security subscription statement (if available).
	Registration deed for the property to be purchased.
	Land plan.
	Site plan.
	Initial sales agreement.
	Commercial registration of the property-owning
CHIL	company for the last month.
	Property seller's valid ID document.
	The Bank may request additional
	documents, if needed.



Credit Cards:

02 - Required documents for a credit card application, if salary is transferred to other banks:

Valid National ID for Jordanians, or Military Appointment Certificate
for military personnel.
Valid passport and residence permit for non-Jordanians or Gaza Strip
ID card and temporary passport.
Certified bank statement for the last 3 months.
Original salary slips for the last 3 months.
Social Security subscription statement.
For credit card balance transfer service from other banks:
Bank statements for the primary and supplementary cards (if any) for
the last 6 months.
Detailed obligations certificate from the other bank or granting entity.
The Bank may request additional documents, if needed.



Credit Cards:

O1 -Required documents for a credit card application, if salary is transferred to the bank:

Valid National ID for Jordanians, or Military Appointment Certificate
for military personnel.
Valid passport and residence permit for non-Jordanians or Gaza Strip
ID card and temporary passport.
Copy of National ID or passport for supplementary cardholders (if any).
Official salary transfer letter using the bank's approved format.
Original salary slip for the last month, in case of salary fluctuation or if
the employer is not accredited.
Social Security subscription statement.
For credit card balance transfer service from other banks:
Bank statements for the primary and supplementary cards (if any) for
the last 6 months.
Detailed obligations certificate from the other bank or granting entity.
The Bank may request additional documents, if needed.