

☐ Manager's / Gift Check☐ Sale / Purchase Foreign Currency☐ Others (please specify) _____**Customer Information**

Name

First Name

Middle Name

Last Name

Account Number

Present Address

Permanent Address

Contact Numbers

ID Presented

For Non-BDO Network Bank Account Holders, fill out additional information at the back.

Machine Validation

Branch

Date

Payee

Address

Amount (in words)

(in figures)

Currency

Purpose / Reason

Mode of Payment☐ Cash ☐ Check ☐ Debit from Account / Credit to Account

FX Rate

Amount of Request / Converted Amount

Service Charge

Documentary Stamps

Total

I/We have read and hereby authorize the Bank to carry out this instruction and agree to be governed by your terms and conditions printed on the reverse side hereof. Furthermore, I/We authorize the Bank to debit the above account for the payment of the applicable fees and charges to implement my/our request.

Customer's Signature

Verified/Processed by

Approved by

Date

Received by

Additional Information for Non-BDO Network Bank Account Holders

Birthdate

Birth Place

Nationality

Mother's Full Maiden Name

Nature of Work

Source of Funds

Tax ID No.

SSS or GSIS No.

TERMS AND CONDITIONS

On Manager's / Gift Check

a. Application

A "Stop Payment Order" may not be instituted over a Manager's / Gift Check once the Applicant has taken delivery thereof. However, the Bank may, in its sole discretion, entertain and implement a "Stop Payment Order" under the following conditions:

- (1) The Manager's / Gift Check shall have been lost, stolen or believed to be destroyed;
- (2) The Applicant shall deliver to the Bank
 - (a) An affidavit attesting to the loss, theft, robbery or destruction of Manager's / Gift Check;
 - (b) A Stop Payment Order form duly accomplished and signed;
 - (c) An indemnity bond with a life of one (1) year for an amount equal to Two Hundred Percent (200%) of the face amount of the Manager's / Gift Check said to be lost, stolen or destroyed, conditioned to indemnify the Bank for any and all liabilities it may incur as a result of or by reason of having dishonored a Manager's / Gift Check alleged to have been lost or destroyed.

b. Manager's Check

The Applicant acknowledges that the proceeds of a Manager's Check payable to "BEARER" or "CASH" or other words of equivalent meaning may be paid to any possessor thereof who presents it for payment. He/She agrees and undertakes to assume all the risks involved in the event it is lost or stolen and to hold the Bank free and harmless from any liability whatsoever for payment made to any possessor who presents the Manager's Check to the Bank. Furthermore, he/she agrees and confirms that he/she cannot countermand payment of the Manager's Check in any cases, particularly when it is already in the possession of another person.

c. Cancellation of Unnegotiated Manager's / Gift Check

The purchaser confirms that the BDO Network Bank Manager's / Gift Check remains unnegotiated, and as such wish to have the check cancelled by the Bank. The purchaser agrees to indemnify the Bank for any actual and consequential damages/losses which the Bank may incur or suffer by the reason of the cancellation of the aforesaid Manager's / Gift Check.

d. Lost Manager's / Gift Check

In the event of a lost/stolen or destroyed Manager's / Gift Check, the Bank reserves the right to impose any conditions relative to the refund/replacement of the said check.

On Purchase/Sale of foreign Currency Notes

The Applicant holds himself fully and unconditionally responsible and agrees to reimburse the Bank on demand the proceeds of purchase/sale of foreign currency notes in the event of error or irregularity.