

☐ Bank Certification  
☐ Checkbook Requisition

☐ Stop Payment Order (SPO) Application  
☐ SPO Cancellation

Account Name

Account Number

**Bank Certification**

Addressee Address

Date to be Certified Amount (if applicable)

Purpose Additional Information (if applicable)

**Acknowledgement Receipt**

Accountholder's Signature over Printed Name

Machine Validation

Branch

Date

**Checkbook Requisition**

No. of Checkbooks \_\_\_\_\_  
Check Style ☐ Personal ☐ Commercial  
☐ With Name ☐ Without Name

Kindly accomplish if requested checkbook is to be received by a representative.

I hereby authorize \_\_\_\_\_ whose signature follows \_\_\_\_\_ to accept delivery of checkbooks on my behalf.

**Acknowledgement Receipt**

Accountholder's Signature over Printed Name

Authorized Representative's Signature over Printed Name

**SPO Application**

Check Number Amount

Date of Check Reason

Payee

**SPO Cancellation**

Check Number Reason

**Mode of Payment**

☐ Cash ☐ Check ☐ Debit Account No. \_\_\_\_\_

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 payment of applicable fees and charges to implement my/our request.

Accountholder's Signature over Printed Name

Accountholder's Signature over Printed Name

**For Bank's Use Only**

Verified/Processed by Approved by Date

## Terms and Conditions

### A. Bank Certification

1. Depositor Information and Consent
  - a. Depositor authorizes BDO Network Bank, Inc. (BDONB) to disclose any/all information regarding the aforesaid certification in the event said institution to whom the certification was submitted seeks confirmation of its contents.
  - b. Depositor hereby waives his confidentiality rights under relevant bank secrecy laws such as but not limited to Republic Act Nos. 1405, 6429 & 8791 (otherwise known as The Secrecy of Bank Deposits Law, Foreign Currency Deposit Act and The General Banking Law of 2000, respectively).
  - c. Depositor further unconditionally and irrevocably holds free and harmless as well as indemnify BDONB, its directors, officers, and representatives from any and all liabilities, claims, suits, charges or expenses of whatever nature arising out of or in connection with the issuance and use of the certification.

### B. Stop Payment Order

1. The validity of the Stop Payment Order ("SPO") shall be for six (6) months from the date the application was received by BDONB.
2. SPO application and renewal fees shall be collected as deemed applicable by BDONB.
3. The depositor agrees and undertakes to:
  - a. Irrevocably and unconditionally hold BDONB, its subsidiaries, its affiliates and its respective stockholders, directors, officers, employees, consultants, advisers, agents and any person acting on its or their behalf (the "BDONB Persons") free from all liability and to forever indemnify BDONB and all BDONB Persons for all costs, damages, and expenses for which it may be liable in relation to the check described herein, including but not limited to such liability, costs, damages and expenses arising from:
    - i. non-payment of the check during the existence of the SPO;
    - ii. payment of the check contrary to the SPO if such payment occurred through the fault or negligence of the Depositor including but not limited to instances when the Depositor failed to provide any information regarding the check in this application;
    - iii. payment of the check made before the time SPO was received by BDONB.
  - b. Accomplish a new SPO Application Form for renewal before the lapse of six (6) month period.
  - c. Accomplish the SPO Cancellation portion of this form for any request for cancellation.
4. Renewal and cancellation shall take effect only upon receipt by BDONB of such request.