

Annex D

**BANK OF COMMERCE
INITIAL PUBLIC OFFERING BILLS PAYMENT GUIDELINES**

A. Over-the-counter Bills Payment

1. Get a copy of the BDO Cash or Check Transaction Slip. Fill out the payment details in the section marked “Bills Payment”:
 - Company Name: SMC STSC
 - Institution Code: 1920
 - Subscriber’s Name: PSE EASy Investor Name
 - Subscriber’s Account No.: PSE EASy Reference Number
 - Amount: PHP amount corresponding to the number of shares placed

BDO		Cash Transaction Slip	
<input type="checkbox"/> Deposits <input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> Time Deposit/ Placement <input type="checkbox"/> For Account with Deposit Reference Facility		Account Name _____	Date 03/07/2022
<input checked="" type="checkbox"/> Bills Payment		Account No. _____	Currency <input checked="" type="checkbox"/> Peso <input type="checkbox"/> US Dollar <input type="checkbox"/> Others
<input type="checkbox"/> Cash Card <input type="checkbox"/> Sale <input type="checkbox"/> Reload		Payor's Name _____	Reference No. _____
<input type="checkbox"/> Payment <input type="checkbox"/> Loan <input type="checkbox"/> Trade		Company Name SMC STSC	Institution Code Product Code 1 9 2 0
Machine Validation		Subscriber's Name JUAN C. DELA CRUZ	Subscriber's Account No. BNCOM030722012345678
Cardholder's Name/Contact No. _____		Cash Card No. _____	
Borrower's Name _____		Promissory Note No. / Trade Reference No. _____	

Use separate slip(s) for each type of transaction.		
Denomination	Pieces	Amount
1,000	10	10,000
Total Amount		10,000

This serves as your receipt when machine validated. VO32018

BDO		Check Transaction Slip	
<input type="checkbox"/> Deposits <input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> Time Deposit/ Placement <input type="checkbox"/> For Account with Deposit Reference Facility		Account Name _____	Date 03/07/2022
<input checked="" type="checkbox"/> Bills Payment		Account No. _____	Currency <input type="checkbox"/> Local <input checked="" type="checkbox"/> On-us <input type="checkbox"/> MC/DD <input type="checkbox"/> Others
<input type="checkbox"/> Payment <input type="checkbox"/> Loan <input type="checkbox"/> Trade		Payor's Name _____	Reference No. _____
Machine Validation		Company Name SMC STSC	Institution Code Product Code 1 9 2 0
Cardholder's Name/Contact No. _____		Subscriber's Account No. BNCOM030722012345678	
Borrower's Name _____		Promissory Note No. / Trade Reference No. _____	

Use separate slip(s) for each type of transaction.		
Bank/Branch	Check No.	Amount
BDO / Corporate Center	1000325671	10,000
Total Amount		10,000

This serves as your receipt when machine validated. VO32018

2. Submit the Transaction Slip to the teller together with the cash/check payment.

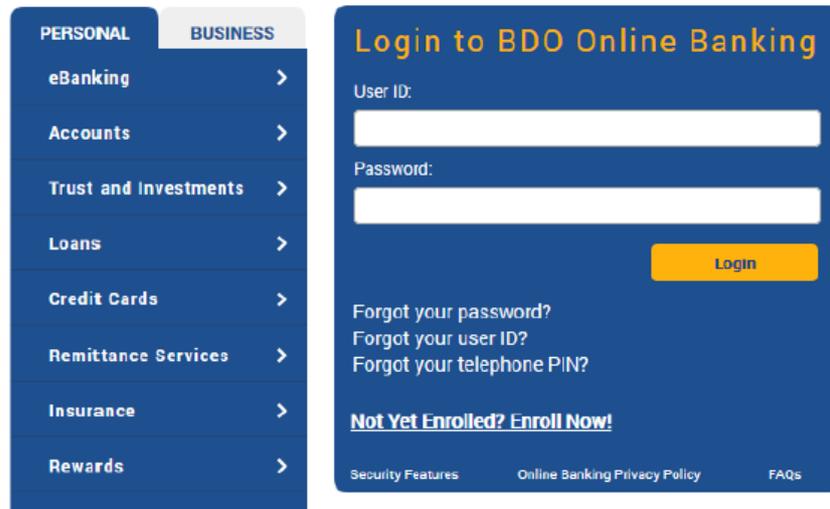
Important: Ensure that the Subscriber's account number in your machine validated Cash/Check Transaction Slip is the same Reference Number generated by PSE EASy for your subscription.

If the Subscriber's Account number on the machine validated Cash/Check Transaction Slip does not tally with the Reference Number of your subscription, this may result to the rejection of your subscription of the Offer.

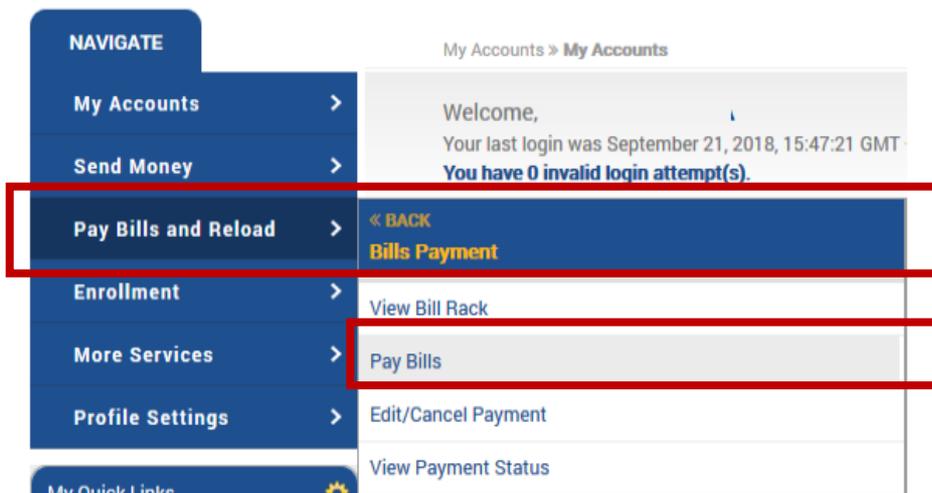
B. Digital Banking Bills Payment

Online Banking

1. Log in to your BDO Online Banking account at <https://online.bdo.com.ph>



2. Go to Pay Bills and Reload > Bills Payment > Pay Bills



3. Fill out the payment details:
 - Pay from: Choose the BDO account that you will pay from
 - Pay this Company/Biller: SMC STSC
 - Amount: PHP amount corresponding to the number of shares placed
 - Subscriber Name: PSE EASy Investor Name
 - Subscriber Number: PSE EASy Reference Number

Payment Details	
Pay from	<input type="text"/> View Balance
Pay this Company/Biller	SMC STSC <input type="text"/>
	<input type="checkbox"/> Pay a Company/Biller that is not yet enrolled
Amount	10000 <input type="text"/>
Remarks	<input type="text"/>
Subscriber Number	BNCOM030722012345678
Subscriber Name	JUAN C. DELA CRUZ

4. Click Submit.
5. A confirmation page will be displayed. Review all information. Click Continue.
6. Confirmation page will be displayed with a transaction reference number. Likewise, an e-mail notification will be sent to your e-mail address registered with BDO Online Banking.

Mobile Banking

1. Log in to your BDO Online Banking account at <https://online.bdo.com.ph>
2. Go to Pay Bills and Reload > Bills Payment > Pay Bills
3. Fill out the payment details:
 - Pay from: Choose the BDO account that you will pay from
 - Pay this Company/Biller: SMC STSC
 - Amount: PHP amount corresponding to the number of shares placed
 - Subscriber Name: PSE EASy Investor Name
 - Subscriber Number: PSE EASy Reference Number
4. Click Submit.
5. A confirmation page will be displayed. Review all information. Click Continue.
6. Confirmation page will be displayed with a transaction reference number. Likewise, an e-mail notification will be sent to your e-mail address registered with BDO Online Banking.

Important: Ensure that the Subscriber Number in your Payment Details is the same Reference Number generated by PSE EASy for your subscription.

If the Subscriber Number in your Payment Details does not match with the Reference Number of your subscription, this may result to the rejection of your subscription of the Offer.