

Check payment transactions made safe, the BankCom Way!



checkPay

## Let's make check preparations extra convenient for you!



### Corporate Checks

It's time to finally focus on productivity in your check preparations! We'll manage and bring your check payments closer to your company payees, so you'll have less work on your plate.



### Manager's Checks

Issuing your checks to your suppliers shouldn't take much of your time! Let us be your helping hand for better security and stress-free liquidity.



### Optional Creditable Withholding Tax Forms

Aside from printing checks, we can also help you in printing the proof that the withholding tax has been deducted.



#### EASY & QUICK

Provide your check instructions through data entry or a batch upload file.

For the batch upload file, you may easily prepare this by:

(1) Using the Bank's excel template. (2) Generating the file through your AP program following the bank's standard file format. (3) Uploading your own payment file in the Bank's converter tool to generate the upload file for ease and convenience.



#### ONLINE, PAPER-LESS, & REAL-TIME UPDATES

Checking your enrolled funding accounts is just a click away, no need to visit the bank anymore! You can also keep track of your balances and transactions anytime. (Subject to enrollment)



#### ORGANIZED & RELIABLE

For Corporate Checks, there's no time wasted! You can easily sign digitally wherever you are.

For Manager's Checks, be in full relief because we securely keep your check stocks to a minimum.

We've got check and voucher printing, plus you or your payees can also be assured to receive email notifications with voucher details once the check is available in our releasing branches.

### Your convenience comes first!

- 1 Upload your check instruction file securely online for workflow approval.
- 2 Once the instruction are approved, we will prepare the checks and creditable withholding tax forms (if applicable) right away and release these to you or to your payees based on the pre-agreed releasing guidelines.
  - a. Your enrolled funding account for Corporate Checks will be debited once each check is negotiated.
  - b. Your enrolled funding account for Manager's Checks will be debited once checks are prepared.
- 3 Easily check the real-time status of your Check instructions online anytime, anywhere!

## For check payments, GO THE BANKCOM WAY!

### Bank of Commerce Customer Care

Metro Manila: (02) 8632-BANK (2265); Domestic Toll-free numbers: (PLDT) 1800-10-982-6000 and (Globe Lines) 1800-8-982-6000; Email: [customerservice@bankcom.com.ph](mailto:customerservice@bankcom.com.ph); Bank of Commerce website: <https://www.bankcom.com.ph>; FB: @bocommerce | <https://www.facebook.com/bocommerce>

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