



**LETTER OF INSTRUCTION**

**1. MODE OF PAYMENT TO RCBC CAPITAL CORP.**

- Cash
- Check No. \_\_\_\_\_
- Debit Acct No./ Name \_\_\_\_\_
- Others \_\_\_\_\_

**2. MODE OF PAYMENT TO CLIENT**

- Cash
- Check No. \_\_\_\_\_
- Credit to Acct. No. / Name \_\_\_\_\_
- Others \_\_\_\_\_

**3. CHANGE OF NAME / ADDRESS / ACCOUNT NUMBER**

- From : \_\_\_\_\_
- To : \_\_\_\_\_

**4. DISPOSITION OF ALL DOCUMENTS PERTAINING TO THE CLIENT'S TRANSACTION / CHECK PAYMENT**

- Pick-up from RCBC Capital Inc office
- Pick-up from RCBC \_\_\_\_\_ Business Center
- Through a Representative :

-Name of representative/Account officer:

-Signature of representative/Account Officer:

This authorization shall take effect from \_\_\_\_\_ to \_\_\_\_\_ or until such time that the Company receives a notice of revocation of such appointment from me/us.

I/We hereby release and hold the Company harmless from all claims that may arise in connection with the issuance of this authorization.

**NAME OF CLIENT**