

Date:

Treasury Operations
8/F, Yuchengco Tower 1
RCBC Plaza
6819 Ayala Avenue, Makati City

Dear Sir / Madam,

For our purchase of USD _____,

1.) Please DEBIT:

Account Name: _____
Account Number: _____
Purpose: _____
Rate: _____
Amount: PHP _____

2.) Remit full amount to:

- BENEFIICIARY
 - Name:
 - Address:
 - Account Number:
 - Contact Number:
- BENEFIICIARY'S BANK
 - Bank Name:
 - Bank Address:
 - Swift Code:

Also, please debit all charges from peso account number _____.

Thank you.

(Company Name)

Authorized Signatories

