

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.) For the USD proceeds, please CREDIT:

Account Name: \_\_\_\_\_  
Account Number: \_\_\_\_\_

Thank you.

(Company Name)

\_\_\_\_\_  
Authorized Signatories

