# HOW TO BUY A VEHICLE UNIT VIA SPOT CASH

Buying vehicle units via SPOT CASH in just five easy steps!

# STEP 1:

## Choose your car from the RCBC list of cars for sale.

You may also contact us to check the availability of your preferred unit:

- Mobile Nos.: (0998) 868-1754 | (0918) 990-3805
- Email address: <u>carsforsale@rcbc.com</u>

#### STEP 2:

## Conduct your own due diligence on the car that you want to purchase

As the Bank is selling all units on an as-is-where-is basis, inspect the unit physically at the RCBC Auto Warehouse, and check its legal condition with the Land Transportation Office (LTO).

## STEP 3:

## Fill out the Auto Reservation Form

You may find the Auto Reservation Form from the attachments. Please ensure to check with the Land Transportation Office (LTO) and Highway Patrol Group (HPG) the following:

- 1. The plate number, car make, model, and color of the unit/s
- 2. The manufacturing year and last registration date of the unit/s
- 3. Any apprehension record/penalty/violation with the LTO and HPG
- 4. That the name of the registered owner of the unit matches the scanned OR/CR
- 5. Verification that the encumbrance with RCBC is annotated in the registration

#### STEP 4:

## Email us your Intent to Buy to <a href="mailto:carsforsale@rcbc.com">carsforsale@rcbc.com</a>

Please follow the format below and supply all the required data:

- 1. Subject on the email should be INTENT TO BUY followed by the plate number of your preferred unit (E.g.: Subject: INTENT TO BUY NBS2560)
- 2. In the body of your email, provide the following details:
  - Buyer's contact numbers (mobile and landline)
  - Residential address
  - Source (How did you learn about RCBC cars for sale? E.g. Internet search, email, Youtube, Facebook, referral by friend or RCBC branch, etc.)
- 3. Attach the accomplished and signed Auto Reservation Form. You may attach a scanned copy or a photo of it (PDF, JPG, PNG, TIFF format only).

# STEP 5:

# Wait for the Notice of Award which will be sent to you via email within two banking days.

- 1. If you've emailed your Intent to Buy between 8:30 AM and 3:00 PM on a weekday (except public holidays), please expect an email reply from us within the day.
- 2. If you've emailed your Intent to Buy on a weekend/public holiday or past 3:00 PM on a weekday, please expect an email reply from us on the next banking day.
- 3. Intent to Buy emails with incomplete details will not be processed by the Bank. Instead, you will receive an email from us requesting that you provide us with the missing required details. When this happens, the Bank may award the unit to the next buyer who has submitted his Intent to Buy with complete details. First-come-first-served basis applies.

#### STEP 6:

#### Upon receipt of the Notice of Award, settle the full payment before the given deadline.

If you fail to pay the full amount on or before the given deadline, the award notice will be forfeited, and the unit will be returned to the sales inventory or awarded to the next qualified buyer.

NOTE: Intent to Buy emails will be accepted until 3:00 PM of May 30 only.