



**RIZAL COMMERCIAL BANKING CORPORATION**

---

**INDIVIDUAL TO INDIVIDUAL (No Sale Involved)**

**Transfer Requirements:**

1. ORIGINAL STOCK CERTIFICATE (Duly endorsed by the Transferor)
2. DEED OF TRANSFER OF RIGHTS (Indicate Cert. No. and No. of Shares) – **Notarized**
3. FILING OF TAX CLEARANCE CERT. (BIR Branch)
4. TWO (2) VALID GOVERNMENT ID'S WITH PHOTO AND CLEAR SIGNATURE OF THE TRANSFEROR & TRANSFEREE (photocopy is acceptable unless originally seen by an officer of the Stock Transfer Agent with original copy )
5. SPECIMEN SIGNATURE CARD DULY SIGNED BY TRANSFEROR & TRANSFEREE (Available at RCBC Stock Transfer)
6. TRANSFER INSTRUCTION LETTER (Available at RCBC Stock Transfer)
1. TRANSFER FEE (P100.00 / issuance & P20.00 / cancellation)

**Note:** Transfer payment (9:00 AM to 2:00 PM only)

\*\*\*\*\*Nothing Follows\*\*\*\*\*

## **RIZAL COMMERCIAL BANKING CORPORATION**

---

### **INDIVIDUAL TO INDIVIDUAL (With Sale Involved)**

#### **Transfer Requirements:**

1. ORIGINAL STOCK CERTIFICATE (Duly endorsed by the Transferor)
2. FILING OF CAPITAL GAIN TAX (BIR Office)
3. DEED OF SALE (Indicate Cert. No. and No. of Shares) - **Notarized**
4. TWO (2) VALID GOVERNMENT ID'S OF THE TRANSFEROR & TRANSFEREE with photo and signature (photocopy is acceptable unless originally seen by an officer of the Stock Transfer Agent with the original copy )
5. SPECIMEN SIGNATURE CARD DULY SIGNED BY TRANSFEROR & TRANSFEREE  
(Available at RCBC Stock Transfer)
6. TRANSFER INSTRUCTION LETTER (Available at RCBC Stock Transfer)
7. TRANSFER FEE (P100.00 / issuance & P20.00 / cancellation)

\*\*\*\*\*Nothing Follows\*\*\*\*\*