

**Perform the following on Certification, Consent and Waiver Form:**

1. Select the option based on your current status.
2. Sign the waiver form in space provided. (page 3)
3. Enclose the accomplished and signed waiver form and applicable U.S. IRS form (if required) in an envelope and send to RCBC Bankard Customer Service, 30<sup>th</sup> Flr. Robinson's Equitable Tower, No.4 ADB Avenue corner Poveda Street, Ortigas Center, Pasig City.
4. To facilitate completion of FATCA requirements, please download the corresponding documents from the U.S. IRS website that is applicable to your status as follows:
  - \* W-9 – For U.S. Person/Entities: <http://www.irs.gov/pub/irs-pdf/fw9.pdf>
  - \* W-8-BEN- For Non U.S. Individuals w/ U.S. Indicia: <http://www.irs.gov/pub/irs-pdf/fw8ben.pdf>
  - \* W-8-BEN-E- For Non U.S. Entities with U.S. Indicia: <http://www.irs.gov/pub/irs-pdf/fw8bene.pdf>
5. Submission of required documents must be made within seven (7) days upon receipt of this notice or upon the receipt of the Statement of Account notice. For any clarification or concern, contact RCBC Bankard Customer Service at 888-1-888.