



BPI Family Savings Bank

TENANT'S INFORMATION SHEET FOR PARTNERSHIPS/ CORPORATIONS

Strategic Asset Management & Sales
G/F BPI Buendia Center
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www.ebuenamano.com.ph

PLEASE READ. The following information is required by law. In order for your transaction to be processed speedily, it is important that **all blanks are filled out.** If not applicable, please indicate N/A. If you have questions, our sales people will be happy to assist you. Thank you.

Type of Lease Transaction

New Lease Renewal of Lease

COMPANY PROFILE

Registered Name: _____

Repeat buyer?

Yes No

Type of Company:

Domestic Corporation Multinational Corporation Partnership Others: _____

Business Address:

Floor/ Bldg. Name/ No. Street District/ Town/ Village City/ Province Zip Code **Address since: (mm/dd/yy)**

Land Line No/s:

Cellphone No/s:

Fax No/s:

Email Address/es:

Main Office Address:

Floor/ Bldg. Name/ No. Street District/ Town/ Village City/ Province Zip Code **Address since: (mm/dd/yy)**

Company's BIR TIN:

Year when Company started operations in the Philippines:

DTI/ SEC Registry No.

Year when application for DTI/ SEC registration was approved:

Chairman:

Chief Executive Officer:

President:

Chief Operating Officer:

General Manager:

Chief Accountant:

Nature of Business

Agricultural Public Utilities
 Trade Manufacturing
 Construction Services
 Real Estate Others: _____
 Mining & Quarrying

Source of Fund:

Business Income (Appropriate Earnings) Sale of the following company assets
 Company Funds in Bank Liquidation of Investments in
 Financing, specify bank/financier Others, pls. specify
 Interest/ Commission from **Details of Fund Sources:** _____

AUTHORIZED SIGNATORY

Name (last name, first name, middle initial)

Male
 Female

Birth Date (mm/dd/yy):

Birth Place:

Official Designation

SSS/GSIS No.

BIR TIN

Citizenship

Name (last name, first name, middle initial)

Male
 Female

Birth Date (mm/dd/yy):

Birth Place:

Official Designation

SSS/GSIS No.

BIR TIN

Citizenship

OWNERSHIP/ MANAGEMENT

Name of Stockholders/Partners	% of Ownership	Name of Officers	Position
Total	100%		

AFFILIATES AND SUBSIDIARIES

Name	Ownership	Address

BUSINESS REFERENCES

Accounts with BPI/ BPI Family Savings Bank/ BPI Subsidiaries

Savings in: _____ Credit Card: _____
 Checking in: _____ Housing Loan: _____
 Time Deposit in: _____ Auto Loan: _____
 Investments in: _____ Credit Facilities: _____

Other Depository Banks

Bank	Branch	Type of Account

RELATED PARTY QUESTIONNAIRE

Relationship to BFSB, BPI and BPI Subsidiaries and Affiliates, etc (in line with BSP Cir. 749)

Are you a Director, Officer, or Stockholder (DOS) of BPI Family Savings Bank (BFSB), BPI, or any BPI Subsidiary and/or Affiliate?

Yes
 No

If Yes, specify your company and position or affiliation.

Company (e.g. BPI) _____
 Affiliation/ Position (e.g. Director) _____

Are you related to a DOS of BFSB, BPI or any BPI Subsidiary/ Affiliate (e.g. BPI Century Tokyo, BPI/MS, etc) or the Ayala Group of Companies (e.g. Ayala Corp, Ayala Land Inc, etc)?

Yes
 No

If Yes, specify the name/s and relationship, such as, but not limited to: Spouse, Relative by consanguinity or affiliation (e.g.parent, child, sis/bro-in-lase, grandparent, niece, uncle, first cousin, etc) or Others (e.g. general partner, co-owner of collateral, etc)

Name - Relationship to DOS- Company & Position
 (e.g. Juan Dela Cruz- First Cousin- BPI, AVP)

Note: Please disclose all relationships; a separate sheet may be attached if necessary.

DOCUMENTS TO BE SUBMITTED AS APPLICABLE

- a. Letter of Intent to Lease
- b. Last 2 Years Audited Financial Statements and ITR duly-received by the Bureau of Internal Revenue (BIR)
- c. Registration Certificate from Securities and Exchange Commission (SEC)
 - c.1. Articles of Incorporation and By-Laws (if Corporation); Articles of Partnership and By-Laws (if Partnership)
 - c.2. General Information Sheet
- d. BIR Form 2303 and BIR Form 1921
- e. Corporate Secretary's Certificate re: Lease of particular office space and location; authorize representative/s to negotiate and sign Contract of Lease
- f. Brief Company Background
- g. Photocopy of Valid Government-issued ID with signature specimen of authorized signatory/ies and Corporate Secretary
- g. Business Permit

AUTHORIZATION/ CERTIFICATION

By signing below, I/we acknowledge and agree to the following:

1. All the statements, information and supporting documents provided by me/us in connection with this application are true, correct, complete and accurate.
2. Where the information or data provided was collected by me/us from third party sources, the relevant consent of parties to whom such information relates has been obtained by me/us. I/We have likewise obtained, prior to submitting to the Bank information about individuals related to me/us (including their personal information) all necessary authorizations and consents required in compliance with applicable confidentiality and data privacy laws.
3. Any material misrepresentations, falsity or omission herein which is misleading shall be construed as an act to defraud the Bank and may be a ground for the denial of my/our application or, if already granted, the cancellation or termination, without prejudice to such civil and/or criminal action that the Bank may pursue against me/us.
4. All information and documents obtained, collected and processed by the Bank in connection with my/our application shall remain the property of the Bank.
5. The Bank, its parent, Bank of the Philippine Islands (BPI) or any of BPI's subsidiaries and affiliates (collectively, the "BPI Group of Companies" and each, "a member of the BPI Group of Companies") may impose specific terms, conditions and requirements as the Bank or any member of the BPI Group of Companies may deem necessary or appropriate in connection with my/our availment of any of the Bank's or of any member of the BPI Group of Companies' products, services, facilities and channels. My/Our application, enrollment, availment, access, maintenance, and continued use of any of the products, services, facilities and channels of the Bank or those of any member of the BPI Group of Companies shall constitute my/our acceptance and agreement to the applicable specific terms and conditions.
6. I/We shall notify the Bank of changes in any of the information supplied by me/us or documents submitted in connection with this application.
7. I/We agree to receive updates, notices and announcements on my/our application and/or any of the Bank's or any member of the Group of Companies' products, services, facilities and channels via SMS/text, email or fax transmission or such other means of communication deemed appropriate by the Bank or by any member of the BPI Group of Companies.

By signing this form, I/we agree that all personal information of individuals related to us, our transactions, business and credit relationships, accounts or account information, documents or records which are with the Bank, made available to the Bank or are in the Bank's possession or updated from time to time, may be collected, obtained, used, stored, consolidated, processed, profiled, benchmarked, verified, shared to and disclosed, by and between the Bank and any member of the BPI Group of Companies, their successors and assigns, and their respective authorized representatives, agents and service providers, and for any or all the purposes described in the Data Privacy Statement published at <https://www.bpi.com.ph> and deemed incorporated by reference in this form.

The foregoing constitutes my/our express consent under the applicable bank secrecy, confidentiality and data privacy laws of the Philippines and other jurisdictions described in the Data Privacy Statement published at <https://www.bpi.com.ph> and we agree to hold the Bank, each member of the BPI Group of Companies, the Program Partners and their respective directors, officers, employees, authorized representatives, agents and service providers, free and harmless from any and all liabilities, claims, damages, suits, costs, and expenses resulting from or in connection with the implementation of the purposes and authorities conferred by me/us hereunder.

Printed Name Over Signature/ Date Signed
Company's Representative

Printed Name Over Signature/ Date Signed
Company's Representative

FOR BANK'S USE ONLY

Signature Verified / Authenticated by:

Printed Name Over Signature

Date Signed