## **BIZLINK MAINTENANCE REQUEST FORM**



	your BPI BizLink maintenance request.		Outside Outside
BUSINESS INFORMATION Business Name			Corporate Code:
Business Address			Zip Code
A. ACCOUNTS TO BE ENROLLED IN BIZLIN	<b>K</b> (To be filled out only if request is enrollment of n	ew/additional account number, automatically ta	ng to users and facilities indicated on B1, if applicable)
B. USER ENROLLMENT AND MAINTENANC			
B1. ENROLLMENT	_		
USER INFORMATION	Tick the <b>facilities</b> to be enrolled to the u	iser (No need to fill-out for System Administr	ator enrollment)
First Name:	DISBURSEMENT	rs	ACCOUNTS AND LIQUIDITY
Last Name:	<ul><li>☐ Pay BPI</li><li>☐ Pay Non-BPI Accounts (PESONet</li></ul>	☐ SSS ☐ PhilHealth	<ul><li>☐ Account Sweeping</li><li>☐ Reverse Account Sweeping</li></ul>
Email:	☐ Pay to Other Banks via RTGS	Pag-IBIG	☐ Transfer to Own Accounts
TIN (9 or 12-digit Tax ID No.):	☐ Pay to Other Banks via GSRT	□ BIR	□ e-Payroll
Role: Choose an item.	<ul><li>☐ Pay Foreign Accounts</li><li>☐ Pay Employees</li></ul>	<ul><li>☐ Prepaid Card Loading</li><li>☐ Check Disbursements</li></ul>	☐ Deposit Account Inquiry (e.g. Account Portfolio, Transaction History, Statement of Account)
Class*: Choose an item. *required for Authorizer role	☐ Pay Bills	☐ Corporate Check	☐ Customized SOA (e.g. MT940, Multicash)
User ID (if existing user):	OTHER	☐ Manager's Check	COLLECTIONS  ☐ Automatic Debit Arrangement
Account number/s to be enrolled to the user:  1	☐ BizLink Foreign Exchange (FX)	હ	☐ Mobile Check Deposit
2		☐ Loans Inquiry	☐ Electronic Invoice Presentment and Payment
3	-		☐ Bills Collection (e.g. MPTJ, OCF)
USER INFORMATION	Tick the <b>facilities</b> to be enrolled to the u	ser (No need to fill-out for System Administr	ator enrollment)
First Name:	DISBURSEMENT	rs .	ACCOUNTS AND LIQUIDITY
Last Name:		□ SSS	☐ Account Sweeping
Mobile:	<ul><li>☐ Pay Non-BPI Accounts (PESONet</li><li>☐ Pay to Other Banks via RTGS</li></ul>	) □ PhilHealth □ Pag-IBIG	<ul> <li>□ Reverse Account Sweeping</li> <li>□ Transfer to Own Accounts</li> </ul>
TIN (9 or 12-digit Tax ID No.):	☐ Pay to Other Banks via GSRT	□ BIR	□ e-Payroll
Role: Choose an item.	☐ Pay Foreign Accounts	☐ Prepaid Card Loading	☐ Deposit Account Inquiry (e.g. Account Portfolio,
Class*: Choose an item.	<ul><li>☐ Pay Employees</li><li>☐ Pay Bills</li></ul>	<ul><li>☐ Check Disbursements</li><li>☐ Corporate Check</li></ul>	Transaction History, Statement of Account)  ☐ Customized SOA (e.g. MT940, Multicash)
*required for Authorizer role User ID (if existing user):		□ Manager's Check	COLLECTIONS
Account number/s to be enrolled to the user:	OTHEF  ☐ BizLink Foreign Exchange (FX)	RS	<ul> <li>☐ Automatic Debit Arrangement</li> <li>☐ Mobile Check Deposit</li> </ul>
1 2	□ PDC Warehousing Inquiry	☐ Loans Inquiry	☐ Electronic Invoice Presentment and Payment
3			☐ Bills Collection (e.g. MPTJ, OCF)
B2. TRANSFER, DELETION, REACTIVAT	ON, SUSPENSION, OR UPDATE OF BIZLIN	K ACCESS	
	User Information:		nation (required for Transfer of Access only)
Translet of Access	<b>2</b> '		
☐ Deletion of User User ID:	9:	Middle Name:	
Mobile: _	updating of user information. Please fill-out whichever is applicable.	Middle Name: Last Name: Mobile:	
Suspension Email: _	updating of user information. Please fill-out whichever is applicable.	Middle Name: Last Name: Mobile: Email:	
Suspension Mobile: _ □Suspension Email: _ □Update of User Information* TIN:	updating of user information. Please fill-out whichever is applicable.	Middle Name: Last Name: Mobile: Email:	
Suspension Email:	updating of user information. Please fill-out whichever is applicable.  MATRIX IN BIZLINK	Middle Name: Last Name: Mobile: Email: TIN:	
Suspension Email:	updating of user information. Please fill-out whichever is applicable.  MATRIX IN BIZLINK  Maker-Verifier-Authorizer Required	Middle Name: Last Name: Mobile: Email: TIN:	
Suspension Email:  Update of User Information* TIN:  C. CHANGE OF APPROVAL TRANSACTION  Workflow Model: Maker-Authorizer  Tick the facilities where the new workflow models DISBURSEMENTS	updating of user information. Please fill-out whichever is applicable.  MATRIX IN BIZLINK  Maker-Verifier-Authorizer Required  del will be applied:	Middle Name: Last Name: Mobile: Email: TIN:  number/s of Approval: □ Any 1 □ A	Any 2
Suspension Email:  Update of User Information* TIN:  C. CHANGE OF APPROVAL TRANSACTION  Workflow Model: Maker-Authorizer  Tick the facilities where the new workflow model:  Pay BPI	updating of user information. Please fill-out whichever is applicable.  MATRIX IN BIZLINK  I Maker-Verifier-Authorizer Required  Jel will be applied:  □ SSS	Middle Name:	Any 2
Suspension Email:  Update of User Information* TIN:  C. CHANGE OF APPROVAL TRANSACTION Workflow Model: Maker-Authorizer  Tick the facilities where the new workflow moo DISBURSEMENTS Pay BPI Pay Non-BPI Accounts (PESONet) Pay to Other Banks via RTGS	MATRIX IN BIZLINK  Maker-Verifier-Authorizer Required    SSS	Middle Name:	Any 2
Suspension   Email:     Suspension   Email:     Update of User Information*   TIN:	MATRIX IN BIZLINK  I Maker-Verifier-Authorizer Required elel will be applied:  SSS PhilHealth Pag-IBIG BIR	Middle Name:	Any 2
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Suspension   Email:     Suspension   Email:     Update of User Information*   TIN:	MATRIX IN BIZLINK  Maker-Verifier-Authorizer Required del will be applied:  SSS PhilHealth Pag-IBIG BIR Prepaid Card Loading Check Disbursements	Middle Name:	Any 2
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Suspension Email:  Suspension Email:  Update of User Information* TIN:  C. CHANGE OF APPROVAL TRANSACTION  Workflow Model: Maker-Authorizer  Tick the facilities where the new workflow mo- DISBURSEMENTS  Pay BPI Pay Non-BPI Accounts (PESONet) Pay to Other Banks via RTGS Pay to Other Banks via GSRT Pay Foreign Accounts Pay Employees Pay Bills  D. GOVERNMENT IDS MAINTENANCE  EMPLOYER NAME: SSS (10-digit Employer ID No.) BIR (12-digit Tax ID No.)  E. CONSENT TO THE CASH MANAGEMENT  By signing this form:  1. IWe confirm the validity and accuracy of all pay the applicable fees imposed or that may	MATRIX IN BIZLINK  Maker-Verifier-Authorizer Required  illowill be applied:  SSS PhillHealth Pag-IBIG BIR Prepaid Card Loading Check Disbursements Corporate Check Manager's Check Manager's Check Agreement Add  Request Type: Add  AGREEMENT AND SUPPLEMENTAL TERM  information provided to the BANK. I/We acknowledge the hereinafter be imposed by the BANK for the COMPAN'	Middle Name:	IQUIDITY  Ig  Is Sweeping  Accounts  Arrangement  Pe Presentment and Payment  Exchange (FX)  I in and/or availed of on behalf of the COMPANY, and agree to
Suspension Email:  Suspension Email:  Update of User Information* TIN:  C. CHANGE OF APPROVAL TRANSACTION Workflow Model: Maker-Authorizer  Tick the facilities where the new workflow moon DISBURSEMENTS  Pay BPI Pay Non-BPI Accounts (PESONet) Pay to Other Banks via RTGS Pay to Other Banks via GSRT Pay Foreign Accounts Pay Employees Pay Bills  D. GOVERNMENT IDS MAINTENANCE  EMPLOYER NAME: SSS (10-digit Employer ID No.) BIR (12-digit Tax ID No.)  E. CONSENT TO THE CASH MANAGEMENT By signing this form:  1. I/We confirm the validity and accuracy of all pay the applicable fees imposed or that may annexes, if any, (and each amendment and annexes, if a	MATRIX IN BIZLINK  Maker-Verifier-Authorizer Required    SSS	Middle Name:	Any 2
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Suspension Email:  Suspension Email:  Update of User Information* TIN:  C. CHANGE OF APPROVAL TRANSACTION  Workflow Model: Maker-Authorizer  Tick the facilities where the new workflow mo- DISBURSEMENTS  Pay BPI Pay Non-BPI Accounts (PESONet) Pay to Other Banks via RTGS Pay to Other Banks via GSRT Pay Foreign Accounts Pay Employees Pay Bills  D. GOVERNMENT IDS MAINTENANCE  EMPLOYER NAME: SSS (10-digit Employer ID No.) BIR (12-digit Tax ID No.)  E. CONSENT TO THE CASH MANAGEMENT  By signing this form:  1. I/We confirm the validity and accuracy of all pay the applicable fees imposed or that may 2. I/We acknowledge that I/we have read, und annexes, if any, (and each amendment an website (www.bpi.com.ph) and deemed incc 3. The COMPANY's continued use and availm  For any BizLink enrollment-related concerns, https://	MATRIX IN BIZLINK    Maker-Verifier-Authorizer   Required	Middle Name:	Any 2  Any 3  IQUIDITY  199 It Sweeping Accounts  Arrangement the Presentment and Payment  Exchange (FX)  It in and/or availed of on behalf of the COMPANY, and agree to be seement and Supplemental Terms and Conditions, including the wable, made available and/or downloadable from the BANK's intent and agreement.  or revisions to the Agreement.  fice hours (8:30 AM - 8:30 PM) you may send us a message at the welcome message.
Suspension Email:  Suspension Email:  Update of User Information* TIN:  C. CHANGE OF APPROVAL TRANSACTION  Workflow Model: Maker-Authorizer  Tick the facilities where the new workflow mo- DISBURSEMENTS  Pay BPI Pay Non-BPI Accounts (PESONet) Pay to Other Banks via RTGS Pay to Other Banks via GSRT Pay Foreign Accounts Pay Employees Pay Bills  D. GOVERNMENT IDS MAINTENANCE  EMPLOYER NAME: SSS (10-digit Employer ID No.) BIR (12-digit Tax ID No.)  E. CONSENT TO THE CASH MANAGEMENT  By signing this form:  1. I/We confirm the validity and accuracy of all pay the applicable fees imposed or that may 2. I/We acknowledge that I/we have read, und annexes, if any, (and each amendment an website (www.bpi.com.ph) and deemed incc 3. The COMPANY's continued use and availing For any BizLink enrollment-related concerns,	MATRIX IN BIZLINK    Maker-Verifier-Authorizer   Required	Middle Name:	Any 2

Name & Signature of Authorized Signatory\* | Designation\*

Name & Signature of Authorized Signatory\* | Designation\*