

House of Investments, Inc.

CDDCP Link

https://www.rcbc.com/CDDCP/CDDCP-Online/Index_INDIVIDUAL

Cash Dividend Direct Credit Program (CDDCP) Guidelines

REMINDERS BEFORE ENROLLMENT:

1. Please ensure documents for uploading are in a scanned image file format (In PDF, JPEG, TIF or PNG format) before entering the CDDCP enrollment platform.
2. Kindly ensure that you have access to a PRINTER to download and print pre-numbered CDDCP Form from the platform after you encode of mandatory required information in the CDDCP enrollment platform. The generated pre-numbered CDDCP with mandatory required information will be printed, signed, scanned prior to uploading in the CDDCP enrollment system.
3. All completed online enrollment will receive an email notification on the status of their CDDCP applications.
4. Note that CDDCP applicants will be notified via email on the status of their CDDCP application.
5. Rejected CDDCP applications will have to reapply again as a new CDDCP applicant upon regularization of document deficiencies cited.
6. Updating of Shareholder Name or Address requires submission of required documents to below address of

RCBC Stock Transfer

RCBC SECURE DOCUMENT EXCHANGE (SDE) CHANNEL TERMS AND CONDITIONS

1. RCBC SECURE DOCUMENT EXCHANGE
 - a. The RCBC Secure Document Exchange Channel (the "Channel") refers to the use by individual shareholders, of a channel owned by Rizal Commercial Banking Corporation (the "BANK/RCBC") where client information, instructions, requests and/or related documents for certain banking transactions can be submitted, provided and uploaded, for implementation by the Stock Transfer Processing Section of RCBC Transfer Office (the "Transfer Agent"). All references to shareholders under these terms and conditions shall mean to be an "individual" person.

Note: For corporate shareholders, the use of this Channel shall not be allowed. The corporate shareholders shall submit hardcopies of the documentary requirements directly to the Transfer Agent.
 - b. The Channel will be available to all shareholders on the BANK's website to enable the shareholders to submit, provide and upload client information, instructions, requests and/or related CDDCP documents for dividend paying transactions.
 - c. No banking transactions shall be implemented, using the shareholder information, requests and/or related CDDCP documents submitted, provided and uploaded through the Channel, until the same has been verified by the Transfer Agent in accordance with its policies and procedures.
 - d. By using the Channel, the shareholder agrees to the following terms and conditions, which shall serve as the BANK's Terms and Conditions for the use thereof, as well as those applicable to the bank account of the shareholder as designated through the Channel.
2. Use of the Channel

I have read and understood the CDDCP Guidelines, Terms & Conditions and Client Acknowledgement.

Cash Dividend Direct Credit Program (CDDCP) Enrollment

Step 1 of 4 - Indicate Shares of Stock and Shareholder Classification

* - Mandatory Fields

Shares of Stock *

 ▼

Shareholder Classification *

 ▼
Joint - OR
Joint - AND
Joint - AND/OR

Cash Dividend Direct Credit Program (CDDCP) Enrollment

Step 2 of 4 - Fill out the CDDCP Online Form

Shareholder Name

* - Mandatory Fields

Last Name *

First Name *

Middle Name *

No Middle Name

Suffix

 ▼

RCBC Secure Document Exchange

Name

Mailing Address

Country * Philippines

Unit/House No. *

Street Name/Block No. *

Subdivision/Bldg.

Barangay

Postal/ZIP Code * Search

ZIP Code Location

City/Municipality

RCBC Secure Document Exchange

Postal/ZIP Code * Search

ZIP Code Location

City/Municipality

Province/State

Update My Address

Personal Details

Date of Birth * mm/dd/yyyy

Civil Status *

Nationality *

TIN *

Telephone Number *

RCBC Secure Document Exchange

Nationality * TIN

Telephone Number *

Mobile No. * 63 9XXXXXXXX

Confirm Mobile No. * 63 9XXXXXXXX

Email Address *

Confirm Email Address *

RCBC Secure Document Exchange

Confirm Email Address *

Stock Certificates

Certificate No. *

Shares *

Issue Date *

Fill out first the Certificate No., Shares and Issue date before clicking the "ADD" button

RCBC Secure Document Exchange

Shares *

Issue Date *

HOUSE OF INVESTMENTS INC. Cash Dividend Direct Credit

Bank *

Branch *

Bank Address *

Mode of Operation *

Account Type *

Account Name *

Account Number *

RCBC Secure Document Exchange

Account Type *

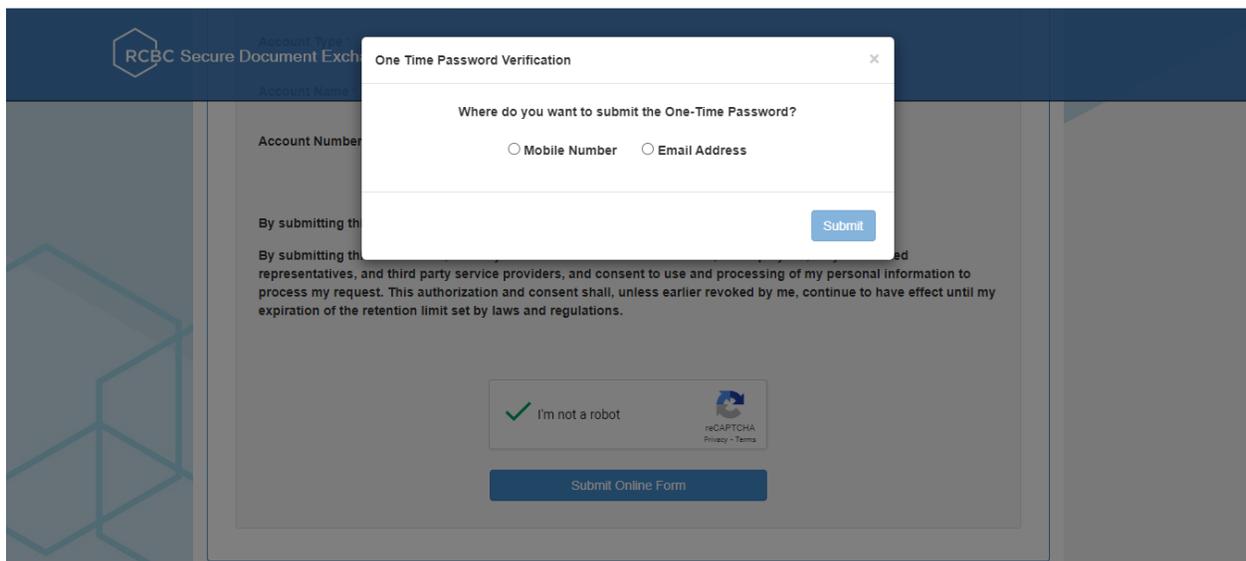
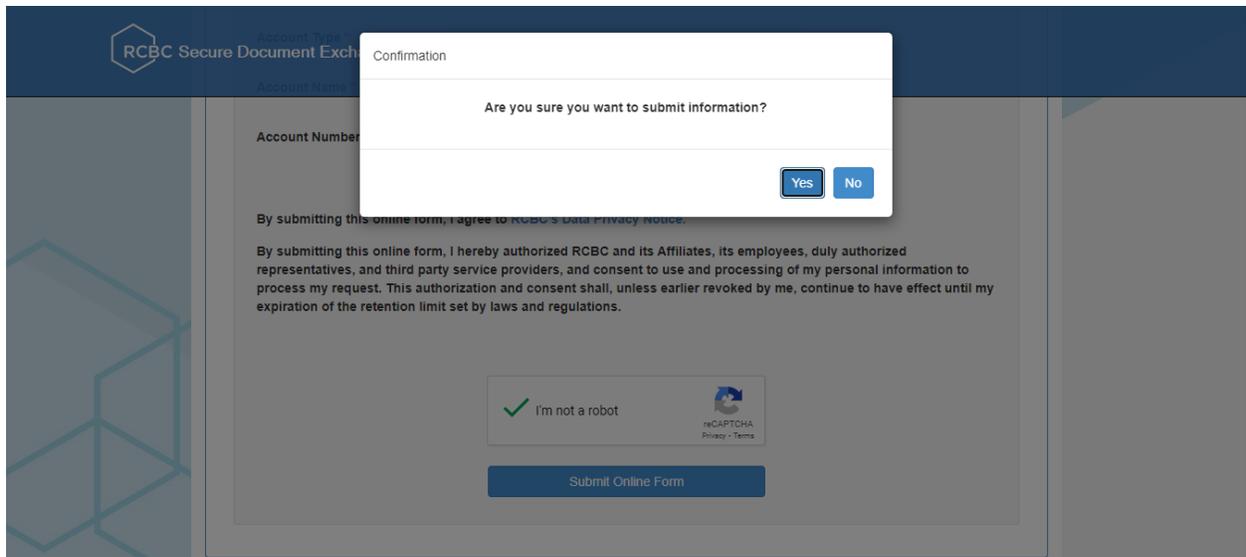
Account Name *

Account Number *

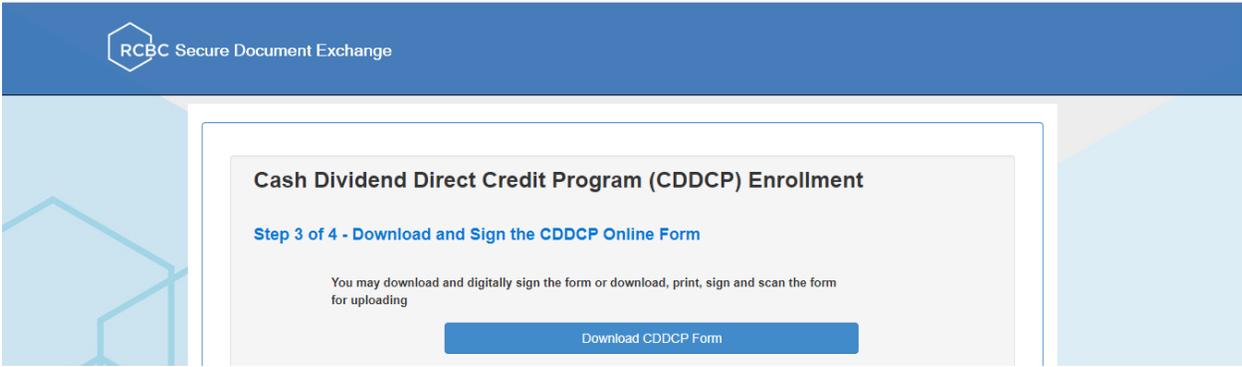
By submitting this online form, I agree to [RCBC's Data Privacy Notice](#).

By submitting this online form, I hereby authorized RCBC and its Affiliates, its employees, duly authorized representatives, and third party service providers, and consent to use and processing of my personal information to process my request. This authorization and consent shall, unless earlier revoked by me, continue to have effect until my expiration of the retention limit set by laws and regulations.

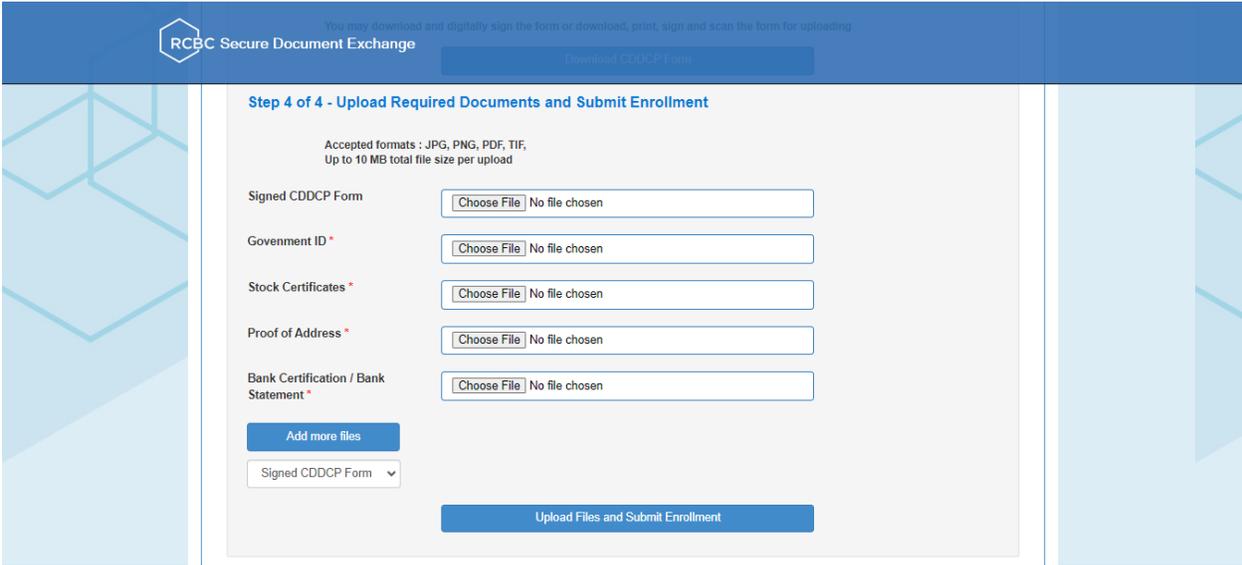
I'm not a robot  [Privacy](#) [Terms](#)



You may select mobile number or Email Address to receive your OTP.



Click Download CDDCP Form before proceeding to Step 4. If you don't have printer on your computer, you may still proceed on your enrollment. After successfully uploading files and submit your enrollment you are given 3 banking day to email your accomplished CDDCP Forms to "stocktransfer_CDDCP@rbc.com"



Sample Email Notification on submitted CDDCP enrollment

Thank you for your enrollment on House of Investments, Inc. Cash Dividend Direct Credit Program (CDDCP).

Enrollment details are as follows:

Reference Number:

Transaction Date and Time: **May 25 2023 8:24PM**

Shareholder Name:

Bank Name: **BANK OF THE PHILIPPINE ISLANDS**

Account Name: **NxxxR ,MxxxA ,AxxxR ,MxxxA ,ExxxA ,PxxxP ,MxxxA**

Account Type: **CURRENT ACCOUNT**

Account Number: **XXXXXXXX5931**

Your enrollment has been successfully submitted for review and approval.

Sincerely yours,

RCBC Stock Transfer Team