

**REPUBLIC OF THE PHILIPPINES
RETAIL ONSHORE DOLLAR BONDS**

BTR ONLINE ORDERING FACILITY GUIDELINES

These guidelines shall set the procedures to be followed for ordering and purchasing **Retail Onshore Dollar Bonds due 2029 (“RDB”)** thru the BTr Online Ordering Facility.

Unless otherwise expressly provided herein, defined terms used in these Guidelines shall have the meanings set forth in the Program Mechanics, the Terms and Conditions, and the Notice of Offering.

1. The investor shall first access the BTr website at www.treasury.gov.ph, select the BTr Offering module, then, after agreeing to the terms thereof, click on “Ready to Order”.
2. Upon redirection to the Online Ordering Form page, the investor shall indicate if he/she is an existing government securities investor and fill out the required form, the details of each field are explained below:

Fields	Example	Type of Field	Specification
Investor Name	Juan De La Cruz	Free text format, no character limit	Investor’s name must be as it appears in the Bank Account Name. All Joint Accounts (JA) and In Trust For (ITF) accounts will not be allowed to transact in the online facility.
Birth Date	01.25.1990	Calendar drop down menu (MM.DD.YYYY)	Investor must be 18 years old and above
Country of Placement	Philippines	Free text format, no character limit	Investor’s country where the investment is made.
Amount of Investment (in USD/PHP)	000,000.00	Number format	The system will not accept subscription amounts less than USD200.00 and more than the dollar equivalent of PHP500,000.00. In excess of USD200.00, subscription amounts must be in multiples of USD 100.00, thereafter.
Settlement Bank	<ul style="list-style-type: none">• China Banking Corporation• Metrobank via First Metro Securities and Brokerage Corp.• Land Bank of the Philippines	Drop down menu	Investors may select from a list where they want to pay their subscription.

3. An investor may choose to purchase the RDBs through the following Selling Agents/Settlement Bank (“Sponsoring GSED”):

- China Banking Corporation
 - Metrobank via First Metro Securities and Brokerage Corp.; and,
 - Land Bank of the Philippines
4. Upon completing the form, the investor shall accomplish the captcha challenge and agree on the terms and conditions and data privacy agreement by clicking the “Submit” button. The investor shall review the transaction details before clicking the “Continue” button.
- Note: Once, the investor clicks the “Continue”, he/she will be redirected to the respective online payment facilities of the chosen Sponsoring GSED. Log-in and security features may vary among Sponsoring GSEDs. The investor shall authorize a debit from his/her account following the procedure of the online payment facility of the Sponsoring GSED.
5. Upon the successful payment/debit of the account, the investor will receive an email notification confirming the transaction.
6. After the Issue Date, the client will receive an email or will be able to download the Confirmation of Sale from the chosen Sponsoring GSED in purchasing the RDB.
7. The quarterly interest payments and the principal on maturity date will be credited to the nominated settlement account or the account used during the purchase of the RDB.