

**REPUBLIC OF THE PHILIPPINES  
RETAIL TREASURY BONDS TRANCHE 31 ("RTB 31")  
LANDBANK MOBILE BANKING APPLICATION (LANDBANK MBA) GUIDELINES**

The following are the procedures to be followed by the investor/users ("**User**"), using the LANDBANK MBA (the "**App**"), an online ordering facility for **RTB 31** via a mobile banking application.

**A. Creation of LANDBANK MBA Account**

**1. How to open an LANDBANK MBA**

Make sure that you already have an existing LANDBANK Peso Account. If NONE, you may open a LANDBANK Peso Account through the following channels:

- i. Traditional or by visiting any LANDBANK branch; or
  - ii. Online via the LANDBANK Digital Onboarding System (DOBS) through the LANDBANK website<sup>1</sup> or DOBS Mobile via the LANDBANK MBA
- a. If Peso account opening was made via the LANDBANK branch, enroll in the LANDBANK iAccess in two ways:
- i. Branch enrollment
    - o Visit your servicing branch.
    - o Fill out the enrollment form and select the functionalities you wish to avail such as ***Bills Payment (Should be enabled in order to Purchase RTB)*** and ***Fund Transfer***.
  - ii. Online enrollment through LANDBANK's Official Website (Functionalities are limited to Bills Payment and Balance Inquiry Only).

If you're unable to visit the LANDBANK servicing branch, you may activate the Fund Transfer functionality by follow these steps:

- o Download the Customer Request Form from:  
<https://www.landbank.com/forms>
  - o Print and fill out the form with your correct account details. Make sure to tick "Fund Transfer" under the "For iAccess" section, and Indicate your account number
  - o Using your registered email address with LANDBANK, submit a scanned copy or clear photo of the accomplished and signed form along with at least 1 valid ID, to the email address of our servicing branch.
  - o The Branch will validate and process your request.
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- You may now download the LANDBANK MBA through the Google Play or App Store or Huawei App Gallery. Just key in "LANDBANK MBA" to search.
  - Install the LANDBANK MBA in your smartphone for free and once downloaded, tap the LANDBANK MBA icon.
  - Click on "I Agree" after reviewing the Terms and Conditions.

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<sup>1</sup> After filling out the online application form, visit the LANDBANK branch with at least one (1) valid ID and initial deposit to complete your application

b. To open a Peso account via the DOBS Mobile<sup>2</sup>, download LANDBANK MBA and simply follow the steps and provide all required information:

- To begin, tap “Open an Account” on the log in screen.
- Select “I would like to open a LANDBANK account”.
- Select the product you want to open, review the product details and tap on “Proceed”.
- On the Terms and Policies screen, tap on the “LANDBANK’s Customer Declaration” and “LANDBANK’s Terms and Conditions” to view and read the contents.
- Tap the checkbox and once enabled, tap on “Next” to proceed.
- Fill out the “Profile Details” section.
- Create “User ID” and “Password” and tap “Next”.
- Please prepare for a video selfie for identity verification. Kindly ensure you are dressed appropriately for the process.
- Select and scan your Philippine Identification Card
- Input your ID number and tap on “Next”.
- Input one-time PIN, and tap “Submit” to verify your mobile phone number. Make sure your e-mail address is correct and active.
- Proceed to the selection of Security Questions and Answers, and tap on “Next” to continue.
- Input your personal, financial and account purposes information.
- Fill out the “FATCA Declaration” and tap on “Next”.
- Select your “Home Branch” and tap on “Next”.
- Review all the information provided and tap on “Confirm” (Additional information will be shown for confirmation in case there is FATCA).
- “Account Opening Successful” will be shown in the screen. An email will also be sent to you if successful account opening with LANDBANK. However, if the confirmation shows “Account Application Received”, your application is subject for branch validation. Kindly take note of your application number and contact your selected LANDBANK Servicing Branch.
- You may now log-in to your LANDBANK MBA and use some of the following features: Fund Transfer, Bills Payment and Cardless ATM Withdrawal.

## **2. Funding the Account**

Deposit/Credit to account by:

- Remittance transaction thru Banks or Remittance Agent Partners/Remittance Companies
- Transfer funds via Visa Direct Facility
- Transfer funds from other accounts enrolled in the iAccess and/or LANDBANK MBA
- Transfer Funds from other Banks using the InstaPay (Real-time) / Pesonet (Batch-credit) Facility
- Over-the-Counter Deposit at any of the Land Bank of the Philippines (“LBP”) branches
- Cash Deposit thru LBP Cash Deposit Machines

## **3. Purchase/Subscription of Retail Treasury Bonds (“RTBs”) during the Public Offer Period**

Log-in to the App with your User ID and Password and upon successful log in follow the steps below:

- Select “Investments” from the lower portion of the main menu
- Click “Purchase Treasury Bonds” then select the product/type of bond to view the product details page
- Click “Proceed” once RTB has been selected

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<sup>2</sup> Accounts opened via the DOBS mobile are auto enrolled. No need to enroll in the LANDBANK iAccess.

- On the Terms and Policies screen, tap on each document (Authorization to the Bank, Investor's Undertaking, Client Agreement, and Data Privacy Consent) to view and read the contents
- Tap the Checkbox and once enabled, tap on the "Next" button to proceed with the transaction
- On the Transaction Form screen:
  - Select the source account, tenor, and input the amount to invest;
  - Tap on the "Submit" button to proceed with the transaction
- On the Confirmation screen, review the transaction detail and tap the "Confirm" button to proceed
- On the Acknowledgment screen, successful transaction will be shown, tap the "Done" or "Return to Accounts" button.

#### **4. Settlement of the RTBs Purchased/Subscribed**

LANDBANK shall send the electronic "Confirmation of Sale" to the investor's registered e-mail address within 30 banking days from Issue Date of the RTBs.

#### **5. Crediting of Quarterly Interest Payments and Principal on Maturity Date**

On every scheduled quarterly coupon payment date and on maturity, the interest and principal will be credited to the same LBP account used to purchase the RTBs.

#### **6. Sale of RTBs in the Secondary Market**

Currently, the LANDBANK MBA does not allow selling of RTBs via the App. Bondholders may sell their RTBs holdings through: LBP Branches with complete documentary requirements which shall be endorsed to the LANDBANK's Treasury Brokering and Marketing Unit (TBMU) for processing.