



E-GOV ENROLLMENT FORM

GOVERNMENT AGENCY NUMBER

Kindly indicate the government agency number(s) of your company for those whose online services you wish to avail of.

Tax Identification No. (BIR)		PhilHealth No.	
SSS No. (SSS)		HDMF Pag-ibig No. (HDMF)	

COMPANY / AGENCY INFORMATION

Registered Corporate/Business Name/Agency Name	Registration No. _____ <input type="checkbox"/> SEC <input type="checkbox"/> DTI <input type="checkbox"/> CDA <input type="checkbox"/> Others _____ Date of Registration (mm/dd/yyyy) ____/____/____
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Business Address (Building, Street, Barangay, City/Municipality, Province, Country, ZIP Code)

Name of Contact Person (Last Name, Given Name, Middle Name)

Landline No. (Area Code + Phone No.)	Fax No. (Area Code + Phone No.)	E-Mail Address
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CORPORATE ADMINISTRATION

Name (Last Name, Given Name, Middle Name)	Position
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Landline No. (Area Code + Phone No.)	Fax No. (Area Code + Phone No.)	E-Mail Address
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USER SECURITY DESIGNATION

Corporate Approver (Last Name, Given Name, Middle Name)	DBP Account Number to be linked		(To be filled up by DBP) Virtual Access Number (VAN)
	Checking	Savings	

- The VAN shall be provided by the Bank upon enrolment. The PIN Envelopes will be available for pick-up by an authorized representative of the Company / Agency at the DBP branch of application.
- Should the Company / Agency already have existing VAN(s), then the Company / Agency shall simply indicate which VAN to assign to each Corporate Approver. No new VAN or PIN need be provided.

Affixing your signature/s below indicates that you have read, understood and agreed to be bound by the entire Agreement, the terms and conditions of Development Bank of the Philippine’s eGOV Enrollment Form, including the assignment of VAN to the Company / Agency User and the Government Agency indicated above.

SIGNATURE OVER PRINTED NAME

TITLE/POSITION DATE

SIGNATURE OVER PRINTED NAME

TITLE/POSITION DATE

FOR BANK’S USE ONLY

DBP BRANCH

Facilitated By/Date	VAN Assigned/Issued By/Date	Signature Verified By/Date	Approved By/Date
Remarks			

ACKNOWLEDGEMENT RECEIPT OF PIN ENVELOPE(S)

PIN Envelope(s) Issued By/Date	Received By/Date	Signature Verified By
	Signature Over Printed Name	

**DEVELOPMENT BANK OF THE PHILIPPINES – BANCNET e-GOV CORPORATE ENROLLMENT FORM
TERMS AND CONDITIONS**

THE applicant ("THE Company") agrees to enroll with Development Bank of the Philippines ("DBP" or "The Bank") in BancNet's Electronic Government System ("BancNet e-Gov") subject to the following terms and conditions:

1. Applicable Rules and Regulations

Enrollment in BancNet e-Gov is a privilege extended to depositors in good standing with DBP. All terms and conditions governing DBP's savings and current accounts remain in full force and effect.

The Company is required to submit an original board/partnership resolution, Secretary's Certificate, Sangguniang Panlungsod/Panlalawigan or similar document authorizing its enrollment in BancNet e-Gov, open and/or maintain a DBP Current or Savings Account where the contributions/payments will be debited, Designation of Authorized Signatory to perform a) Enroll in the BancNet e-Gov Facility b) Assign company users and corresponding roles, c) To terminate or cancel enrollment with DBP d) To sign, countersign, execute and deliver any and all documents necessary in order to effect the foregoing authority. Once the said duly signed board/partnership resolution, Secretary's Certificate, Sangguniang Panlungsod/Panlalawigan or similar document is submitted, the Bank may proceed to create and provide the authorized representative(s) of the Company with Virtual Access Number(s) (VAN) that the Company will be using in connection with its enrollment in BancNet e-Gov.

Actual enrollment in BancNet e-Gov is initiated by signing on to the BancNet e-Gov website and providing the correct corporate details of the Company in the BancNet e-Gov website such as, but not limited to, the company name, address, SSS number or TIN, and security settings (i.e., username, password, security questions and answers) and details of its appointed Corporate Administrator, VAN, and account type. The Company shall also provide correct information on the government agency(ies) it undertakes to make payments to via BancNet e-Gov.

The Company needs to obtain, through the e-Gov system, the prior approval of the Bank and the concerned government agency before it will be allowed to continue and complete its enrollment in BancNet e-Gov. Once the required approval is obtained, the Company may proceed to create its Corporate e-Gov profiles relative to the individual agency transactions, map approved access number(s) to be used for each transaction, create its maker, checker, and approver users to perform transactions with any of the agency(ies), and define their respective roles. The Company is also required to create an alternate Corporate Administrator.

2. Username/Password/Answer to Security Question/VAN/PIN

A unique username and password shall be generated by the Company through the system for each user that the Company creates in the system. The username, password and answers to the security questions shall be designated for the exclusive use of the Company's users, and should not be disclosed to any other person under all circumstances. The Company should ensure that its users agree that it is their responsibility to maintain security of their access rights into the system and undertake to change their password on periodic basis.

The VAN and its corresponding Personal Identification Number (PIN) shall be designated for the exclusive use of the Company's authorized representatives and is not transferable. The VAN is the property of the Bank and is liable to be cancelled anytime at the Bank's sole discretion without giving the Company prior notice or providing any reason therefor.

Any transaction entailing the use of the user name, password, answer to security question, VAN and PIN, shall in all circumstances and at all times whether with or without the Company's authorization, be conclusively binding on the Company.

3. Online Access

The Company may perform electronic submission of required data and payment of the same using BancNet e-Gov. The data and payment shall be uploaded and authorized by the Company's duly designated representatives. The data file must strictly comply with the format and specifications as provided by the Bank. The Bank shall not be responsible in determining the validity and accuracy of any information uploaded in the system and for any changes made therein by the company's authorized users. By performing transactions in BancNet e-Gov, the Company agrees that it has read and fully understood the terms and conditions on this enrollment form, and unconditionally binds itself to these terms and conditions.

In the event of any dispute or discrepancy between the records of the Company and the records of the Bank, the records of the Bank shall prevail.

The transaction shall be governed by the applicable provisions of Republic Act No. 8792 (E-Commerce Act) and such regulation(s)/change(s)/amendment(s) of the Bank/Bangko Sentral ng Pilipinas/Bankers Association of the Philippines, and the Company hereby agrees to be governed by these regulation(s)/change(s)/amendment(s).

4. Online Payment

The Company hereby authorizes the Bank to electronically debit its deposit account corresponding to the amount of payment simultaneously upon authorization of the transaction without prior notice to the Company. Only cleared and withdrawable balances of the Company's enrolled/nominated account(s) shall be considered and shall be available for payments subject to limits that may be set by the Bank. In case of insufficient funds in the Company's account and/or violation of limits, the system will not allow Company's payment request to proceed.

Payments shall be made by the Company within the Bank's cut-off time. Payments made after the Bank's cut-off time or Saturdays, Sundays, or holidays shall be considered transactions made the following banking day. Payments shall be deemed final once the system has successfully executed the instructions/transactions.

In accepting payments, the Bank hereby acts as a conduit for the Company and the government agency (the payee). As such, the Bank shall neither be answerable for discrepancies committed by the Company nor shall the Bank be held liable for any action, controversy or issue, such as payments made on overdue or past due accounts, that may arise between the government agency concerned and the Company. The Company hereby agrees to bind itself and undertakes to indemnify and hold the Bank free and harmless from any and all losses, claims, damages, liabilities, choses in action, fees, expenses, etc., for adverse action/consequences instituted against the Bank as a result of the foregoing.

The Company holds the bank and/or any of its directors, stockholders, officers or representatives free and harmless from any and all losses, claims, damages, liabilities, choses in action, fees, expenses, etc., for failure to effect payment under this arrangement due to causes not attributed to it or beyond its control, including causes due to offline condition or when the system becomes non-operational due to any reason, or in cases of natural disasters or calamities, fortuitous events, force majeure, and other unforeseen events or emergencies.

5. Responsibility for Transactions

The Company shall accept full responsibility for all transactions made in BancNet e-Gov with or without its knowledge or authority, including the accuracy and completeness of the Company's instructions, such as, but not limited to account information, numbers with payee government agencies, and any other information that the Company provides to the Bank or BancNet based on the Company's transaction instructions or files uploaded to the system. The Bank shall not be responsible for checking the accuracy and validity of the information included in the Company's transaction instructions. In the event that any incorrect information is provided by the Company with respect to its account(s) with concerned government agency(ies) it wishes to be credited for the payments, the Bank shall bear no liability whatsoever for any loss or damage which the Company may suffer as a result thereof.

The Company shall communicate discrepancies noted by accomplishing the proper form or document as required by the Bank. The Company shall accept the Bank's record of transactions in relation to any transaction made by the use of BancNet e-Gov as conclusive binding for all purposes. The Company further agrees to waive any and all rights and remedies against the Bank in connection thereto.

The Company fully understands the corresponding risks entailed in using BancNet e-Gov and unconditionally agrees that its use of the system is at its own risk and it shall assume all risks, errors, omissions, and delays incidental to or arising out of its issue.

The Company shall not hold the Bank liable in any way for any loss, damage, or injury arising from the use of BancNet e-Gov however caused by any mechanical defect or malfunction of the system.

6. Disclosure of Information

The Company agrees and authorizes the Bank and its other offices, branches, subsidiaries and affiliates, and its accredited third parties, vendors, or agents such as but not limited to messengers, couriers, credit rating agencies, verification agencies, and marketing agencies engaged by the Bank, to disclose, hold, and process information relating to the Company, its address, accounts, business, etc., whether provided by the Company or coming the Bank's possession. The Company shall notify the Bank in writing, which must be duly acknowledged by the Bank, if the Company does not wish certain information that the Bank holds to be shared with its subsidiaries, affiliates, representative offices, vendors, agents, or other authorized third parties the Bank may select.

The Company agrees that the Bank may provide information when required to do so in accordance with R.A. 1405 and other applicable laws, by court order, and jurisprudence.

The Company agrees that the Bank shall not be liable for any loss or damage arising from the Bank's disclosure of account information.

7. Service Charges

The Bank reserves all rights to charge a fee for the use of the online channel. The Bank also reserves the right to impose new service and maintenance charges and change existing charges within the limits allowed by law. The rate of such charges, period, and method of payment shall be based on the Bank's announcement which shall be posted in the Bank premises, and which shall be binding to and payable by the Company if the service is still being retained/availed of and/or used after the announcement, whether the Company has knowledge of the announcement or not.

8. Hours of Availability

The hours of availability of BancNet e-Gov are subject to the schedule set by the BancNet exclusive of any scheduled system downtime for maintenance, or computer, telecommunication, electrical, or network failure, or in cases of natural disasters or calamities, fortuitous events, force majeure, and other unforeseen events or emergencies, and/or any other reasons beyond our control. The Bank or BancNet shall not be liable for any loss the Company may incur due to the unavailability of BancNet e-Gov.

9. Service Cancellation

The Company's use of BancNet e-Gov shall take effect upon the Bank's approval of the Company's enrollment and shall be subject to BancNet e-Gov's availability and the Company's compliance to the terms and conditions, sufficiency of the company's available funds, limits regardless of sufficiency of balance of the Company's account(s), service charges or fees, turnaround time, and existing and future cut-off time(s) that may be set by the Bank on the Company as user, on the Company's account(s) or its status and qualification(s) for such transactions, and/or on the availability of the participating government agencies' online services, until the Bank receives from the Company a written notice of its termination or cancellation or if the Bank decides to cancel the service granted to the Company for any reason including improper handling, with proper notice to the Company, or if the balance of the linked account(s) drop(s) to zero or the linked account(s) is/are closed or become(s) dormant, garnished, escheated or whatever reason, or if the Company fails to comply with the Bank's policies and standard operating procedures relating to the account(s), if the Company fails to show activity in the account, or if the Bank deems that the Company's continuous access of BancNet e-Gov may adversely affect the Bank's system's credibility or security.

10. Cost and Venue of suit

In case of any litigation arising from this arrangement, the Company shall pay the cost and expenses of litigation and attorney's fees equivalent to 25% of the amount involved and in any case not less than Ten Thousand Pesos (PHP 10,000.00), and any legal action in connection herewith shall be filed in the proper court of Metro Manila only.

11. Severability Provision

Should any of the stipulations herein be held invalid, the legality and enforceability of the remaining stipulations shall not in any way be affected or impaired.

12. Amendment to Terms and Conditions

The Bank hereby reserves the right to amend the foregoing terms and conditions as it may deem necessary for the best interest of the Bank and the Company.

The amended terms and conditions, rules and regulations arising therefrom shall be communicated to the Company through customer letters to be sent by mail and/or by posting notice of such amendment in any conspicuous place at the offices of the Bank or in such other form or manner determined by the Bank.