

**Instapay Report Service  
Product Terms and Conditions (PTC)**

**A. SCOPE OF SERVICE/S**

1. The RCBC Instapay Report Service enables the CLIENT to collect from its Subscribers, Payors, Customer (collectively, "Payor/s") with other Banks and Electronic Money Issuers (EMI) accounts through Instapay Fund Transfer and receive Reports for easy reconciliation.
2. RCBC shall provide the CLIENT a **Customer ID** which shall correspond to the Account/s indicated in the PIF. At CLIENT's option, CLIENT may enroll multiple Settlement Accounts, in which case RCBC may provide a unique Customer ID for each account.
3. CLIENT may use Customer ID(s) with Reference Number/s defined through the PIF, to receive funds, whether as payment for its goods or services or for any other lawful purpose, from its Payor/s through Instapay (the "**Transactions**"). For this purpose, RCBC shall provide the CLIENT with the relevant instruction material explaining how a Transaction may be completed. CLIENT shall be solely responsible for relaying such information to its Payors.

**B. AVAILMENT OF SERVICES**

1. This PTC shall take effect upon execution of the **CMS enrollment form (CEF)**, and shall remain in force and in effect until terminated by either party pursuant to **Section F (Term and Termination)** of the **CCM Master Terms and Conditions (MTC)**.
2. For its availment of the Service, the CLIENT shall open/nominate its RCBC CASA account (the "**Account/s**") indicated in the **Product Implementation Form (PIF)** which shall be used as settlement account where the collection amount is credited within the agreed settlement period.

**C. RESPONSIBILITIES OF THE PARTIES**

1. CLIENT agrees that in the performance of the Service RCBC is merely providing CLIENT with the means to monitor a) Transactions and; b) any contract or representation between CLIENT and a Payor, to which the Transactions may pertain.
2. CLIENT agrees that it shall not bind and include RCBC, whether as a party or as agent, of either CLIENT or Payor. Any questions, complaints, or disputes on the said contract or representation, and/or requests for Transaction refund or reversal from any Payor, shall be solely resolved by CLIENT directly with Payor.
3. CLIENT undertakes to use Customer ID(s) and this Service in full compliance with all laws, rules, and regulations applicable to CLIENT and its business and exclusively for its own operations as authorized by its Articles of Incorporation or Partnership and other applicable permits and licenses. CLIENT shall not to use any Customer ID(s) or this Service to defraud Payor/s or any third party or commit any crime or offense.
4. RCBC shall provide CLIENT with a report on Transactions in the manner described in the PIF. It shall CLIENT's responsibility to independently verify and reconcile each Transactions.

**D. CONSIDERATION**

1. The CLIENT agrees to comply with the commercial and payment terms stated in the CEF or its equivalent Enrollment/Maintenance Form.