UB UnionBank

BILLS PAYMENT SLIP

PLEASE WRITE HEAVILY TO MAKE CARBON COPY CLEAR

PAYMENT FOR (COMPANY/INSTITUTION)	MODE OF PAYMENT
DE LA SALLE UNIVERSITY INC	☐ Cash ☐ Check

CLIENT NAME
☐ Debit to Account
IF DEBIT ACCOUNT, ACCOUNT NUMBER

(Sample Payor's Name)
Payor's Name: **DELA CRUZ, JUAN C.**

REFERENCE NUMBER (e.g. ACCOUNT NO. / CARD NO. / POLICY NO.)

STUDENT NAME/ STUDENT ID NUMBER/ TERM (1/2/3)

IF RECEIVED BEYOND CUT-OFF TIME, I UNDERSTAND THAT MY PAYMENT
IS RECEIVED FOR SAFEKEEPING ONLY & WILL BE POSTED ON THE NEXT BANKING DAY.
IF OFFLINE, PAYMENT WILL BE POSTED UPON RESTORATION OF ON-LINE SERVICE.

CLIENT'S SIGNATURE   DATE

PLEASE LIST ON THE DETAILS COLUMN, IF CASH PAYMENT ITS DENOMINATION & NO. OF PIECES AND IF CHECK PAYMENT, THE CHECK DETAILS

DETAILS

IF CASH, DENOMINATION	NO. OF PIECES	AMOUNT
IF CHECK, DRAWEE BANK / BRANCH	CHECK NUMBER	
		Php 10,000 XX
TOTAL PAYMENT		Php XXX XX
PAYMENT RECEIVED BY:	PROCESSED / DEPOSITED BY:	

THANK YOU FOR BANKING WITH US.   MEMBER PDIC & Bancnet

www.unionbankph.com

FMDA-0234-08

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Quick Guide

Over-the-Counter &
Debit-to-Account Payment to

DE LA SALLE UNIVERSITY INC

Easy steps to pay your dues

1) Proceed to any UnionBank branch.

2) Fill-out a Bills Payment Slip (as shown on the left) in duplicate copies. Once validated by the Teller, you will be given the duplicate copy plus a Transaction Receipt.

   Note that the Payor's Name and Subscriber ID No. are MANDATORY fields. Your payment will be applied based from these references.

3) Segregate CHECK from CASH payments. For check payments, indicate the Drawee Bank/ Branch and the check number; For cash payments, indicate denomination & no. of bills.

4) If you have an account with UnionBank, and wish to pay via Debit-to-account, fill-out the Account Number field in the upper right-hand portion of the form.

NOTE: If you have any questions or clarifications, please call Union3c through 667-2668 or email them at union3c@unionbankph.com.