

\_\_\_\_\_ *Date*

**PHILIPPINE RETIREMENT AUTHORITY**

29<sup>th</sup> Floor, BDO Towers Valero (*formerly Citibank Towers*)  
8741 Paseo de Roxas corner  
Villar and Valero Streets,  
Salcedo Village, Makati City  
Trunkline: 8848-1411  
Fax No: 8848-7572

Sir/Madam:

This is to request the Philippine Retirement Authority (PRA) to issue a clearance to transfer my US\$ or Peso Time Deposit from \_\_\_\_\_, \_\_\_\_\_  
to:

<b>PRA Accredited Bank</b> <i>(please check one)</i>		<b>Branch</b>
<input type="checkbox"/> Bank of Commerce (BOC)	-	_____
<input type="checkbox"/> Development Bank of the Philippines (DBP)	-	Makati City (Head Office only)
<input type="checkbox"/> Banco De Oro (BDO)	-	Pacific Star/ Cebu IT Park (only)
<input type="checkbox"/> KEB-Hana Bank (formerly Korea Exchange Bank)	-	Manila Branch
<input type="checkbox"/> Union Bank of the Philippines	-	_____
<input type="checkbox"/> PNB (formerly Allied Banking Corporation)	-	_____
<input type="checkbox"/> Shinhan Bank	-	_____

Please check (/) one:

- I will personally pick up the Bank Transfer documents;
- I authorized my representative with Authorization Letter to pick-up the Bank Transfer (PRA)
- I authorized my representative with Special Power of Attorney to pick up the Bank Transfer Clearance in PRA Office and facilitate the transfer of the above-mentioned deposit.

Thank you.

Very truly yours,

\_\_\_\_\_  
*(Signature over printed name)*

SRRV No.: \_\_\_\_\_

Contact No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**PRA STAFF ACTION**

**PROCESSOR/S**

*(Servicing Division)*

Evaluated By: \_\_\_\_\_

Date/Time: \_\_\_\_\_

**DEPOSIT VERIFIED:**

*(Finance Division)*

Requisite Deposit: \_\_\_\_\_

Amount: \_\_\_\_\_

Bank: \_\_\_\_\_

As of: \_\_\_\_\_

Checked by: \_\_\_\_\_



