



## **CUSTOMER ACCOUNT INFORMATION AND AGREEMENT FORM**

Account Inform	ation										
					NT TYPE						
□ INDIVIDUAL/SINGLE □ JOINT "AND"  Each account holder shall fill-up a separate			☐ JOINT "OR"				☐ IN TRUST FOR:				
	Each ac	count holder sha	II fill-up a separa		ccount Info JNT TYP		greement Fori	n			
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Spouse Informa	ation (For Ma	arried Indiv	iduals)								
		COMPLETE						OC	CUPATION		
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☐ LONG-TERM INVEST	MENT □ GRO	WTH	ANNUAL INC	OME							
☐ PRESERVATION OF	CAPITAL SPEC	CULATION	ASSETS								
☐ QUICK TRADE			NET WORTH								
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POSITION			AGE	NCY/OFFIC	Έ						

+63 2 8892 0991

Are you a corporate officer or director of a listed company?    YES, provide details below		if necessary			h separate sheet		
YES, provide details below	NAME OF RELATED PERSON	RELATIONSHIP	COMPANY NA	ME	POSITION/DESIGNATION		
YES, provide details below	Are you a corporate officer or	director of a listed company?	Are you an offi	cer or employ	ee of another Broker/Dealer?		
APRROVED BY OME  COMPANY NAME  POSITION/DESIGNATION  COMPANY NAME  COMPANY NAME  POSITION/DESIGNATION  COMPANY NAME  COMPANY NAME  POSITION/DESIGNATION  COMPANY NAME  COMPANY NAME  POSITION/DESIGNATION  COMPANY NAME  COMPANY  COMPANY NAME  COMPANY  COMPANY NAME  COMPANY  COMPA		• •	_				
01, July 2015, Unicapital Securities, Inc. was granted by the Securities and Exchange Commission exemptive relief from SRC Rule 30.2-2 and S is 52.1-8. Henceforth, for UTrade clients, all confirmation invoices, monthly statement of account, and order communications shall be sent to istered email address of UTrade clients unless the client requests in writing for physical copies thereof  affirm that the foregoing information given by me is true and correct. I hereby allow Unicapital Securities, Inc./UTrade to verify and investigate sa formation and/or secure such other information as may be required by Unicapital Securities, Inc./UTrade. It is understood that all transactions win nicapital Securities, Inc./UTrade shall be subject to the general terms and conditions of the agreement stated in Customer Account Information are greement Form.  Signature Over Printed Name  SPECIMEN SIGNATURE   (For Unicapital Securities, Inc. and/or UTrade's Use Only)  SALESMAN/AGENT ATTESTATION  I hereby certify that I have conducted the appropriate Know-Your-Client (KYC) and Customer Due Diligence (CDD) procedures with the client in accordance with the relevant rules and I have verified the formation in the CIF as true and correct to the best of my knowledge and undertake full responsibility thereat.  APRROVED BY ON Sign: Date:  APRROVED BY ON Sign: Date:	COMPANY NAME	POSITION/DESIGNATION	COMPANY NA	ME	POSITION/DESIGNATION		
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SIGNATURES (Please sign thrice)  SIGNATURES (Please sign thrice)  SIGNATURE 2 SIGNATURE 3  (For Unicapital Securities, Inc. and/or UTrade's Use Only)  SALESMAN/AGENT ATTESTATION I hereby certify that I have conducted the appropriate Know-Your-Dieint (KYC) and Customer Due Diligence (CDD) procedures with the client in accordance with the relevant rules and I have verified the information in the CIF as true and correct to the best of my knowledge and belief. I have sighted all the originals of the documents submitted and undertake full responsibility thereat.  Name and Signature of Salesman/Agent Date	formation and/or secure such other nicapital Securities, Inc./UTrade sh	er information as may be required nall be subject to the general terms	by Unicapital Securities, In s and conditions of the agr	c./UTrade. It is	s understood that all transactions wit		
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#### **ONLINE TRADING SERVICES AGREEMENT**

In this Agreement, "I/we", "me/us" and "my/our" refer to the individual(s), corporation(s) or party/ies who is/are the account owner(s), has/have an interest in the account(s), and consent(s) to be bounded by the terms of this Agreement. On the other hand, "you", "your" and "USI" refer to Unicapital Securities, Inc., its employees, officers, and directors.

"Website" refers to www.utradeph.com or other sites authorized by Unicapital Securities, Inc.

References to the Securities and Exchange Commission (SEC or the "Commission"), the Philippine Stock Exchange (PSE or the "Exchange"), the Bangko Sentral ng Pilipinas (BSP), the Anti-Money Laundering Council (AMLC), the Capital Markets Integrity Corporation (CMIC) and the Securities Clearing Corporation of the Philippines (SCCP) shall be deemed to refer also to their successors in interests and assigns.

The term "Securities" shall include any shares, stocks, debentures, funds, bonds, notes, and any rights, options or interests in or in respect of any of the foregoing certificates of interest or participation in any instruments commonly known as securities.

"USI" refers to Unicapital Securities, Inc., a registered SEC licensed stockbroker and a Trading Participant of the PSE.

"UTrade" refers to the online trading facility of USI.

"Unicapital Group" refers to USI and its subsidiaries, affiliates, parent companies, related parties, and their respective directors, shareholders, officers, employees, consultants and agents.

In consideration of your acting as my/our stockbroker in the buying and selling of my/our account/s, I/we hereby consent to all the transactions being governed by the rules and regulations of the Philippine Stock Exchange, the Securities Clearing Corporation of the Philippines, the Securities and Exchange Commission, the Bangko Sentral ng Pilipinas, the Anti-Money Laundering Council, the Capital Markets Integrity Corporation, other customs and usages of the foregoing, and the following terms and conditions:

- 1. Client Identification. I/we am/are aware of your explicit policy that business transactions will not be conducted with me/us if I/we fail to provide satisfactory evidence of my/our identity upon opening my/our account with you. The signature(s) appearing on this form is/are true and official signature(s) of the account and may be always used for verification of the said signature(s) and for all purposes. I may not assign, transfer or share any right or obligation related to this Agreement without your prior express written consent.
- 2. Warranty of Information. I/We represent and warrant that all information provided by me/us pursuant to this Agreement, including the Customer Account Information Form, is true, complete and accurate. In case of any change in said information, I/we shall inform you immediately. I/We also hereby authorize you to conduct such credit or background checks to verify any information provided by me/us, and to ascertain my/our financial situation and investment objectives.
- 3. **Buy and Sell Orders.** Any order made by me/us for the purchase or sale of securities shall be binding on me/us (i) upon making the order online through the Website, verbally (whether in person, through the telephone or other similar means), in writing (by fax, by telex or by e-mail), through the Short Messaging Service (SMS or text) or through an authorized person, and (ii) upon receipt of confirmation notice duly signed by your authorized officer or sent through the Website. You may rely or act upon such orders, and you shall not be liable for any loss or damage suffered by me/us, provided that you act in good faith.

You require at least 50% collateral in the form of cash or tradable stocks for securities I/we order to be purchased before your execution of the order, or in the case of securities to be sold, I/we understand that you require advance delivery of securities duly endorsed and cleared by the transfer office before your execution of the sell order. In the event a sell order is intentionally or inadvertently accepted and executed without the required stock certificates deposited in my/our account, I/we agree to immediately deliver to you the securities sold in good deliverable and negotiable form. I/we am/are responsible for any losses or expenses incurred by you as a result of my/our failure to make such delivery. In order to complete my/our short sale, you may need to borrow the security/ies I/we sold and did not own. I/we will be subject to a buy-back of the security for my/our account and at my/our expense. If the securities are bought in, I/we will be responsible for any resulting losses and all associated costs incurred by you.

The proceeds of all sales will be retained in my/our account unless I/we request otherwise.

You shall have the right, whenever in your sole or exclusive discretion, and whenever necessary for your protection, in the event that: (i) a petition for bankruptcy, or for appointment of a receiver is filed by or against me/us, or (ii) an attachment is levied against my/our account(s) with the Broker: (a) to close any or all outstanding orders, as well as, to sell any or all securities in my/our account(s), (b) to transfer money or securities from any one of my/our account(s) to another, and (c) to buy any or all securities which may be short in such account(s), all without the need of notice or demand for margin, additional security or collateral, or notice of sale or purchase, or any other notice or advertisement, all of which are hereby waived. Any such sales or purchases may be made at your discretion and you may be purchasers or sellers for your own account. Notwithstanding the foregoing, I/we shall, at all times, be liable for the payment of any amount owing on my/our account(s) with you upon demand and that I/we shall be liable for any deficiency remaining in any such account(s) in the event of the liquidation thereof in whole or in part by me/us or by you. For the purpose of buying, selling, or performing other acts pursuant to the above paragraph, I/we hereby irrevocably appoint you, your successors or assigns, as my/our attorney in fact with power to buy, sell or act, for any of my/our account(s) (whether carried individually or jointly with others), to agree upon the price of said securities, execute bills of sale, receipts, assignments of all my/our rights, title and interest to the purchaser(s) thereof. You are also authorized to deliver or accept delivery of the corresponding pledged, to be transferred to your name or your nominee.

I/we understand that you maintain a "Customer First" policy. When you execute buy or sell orders for your own account, you will prioritize my/our orders.

- 4. Fees and Charges. In consideration of the foregoing, I/We hereby agree to pay USI commission at such rates as may from time to time be communicated to me/us, transfer fees and all fees relative to the purchase and sale of securities, documentary stamp taxes, and other levies and duties thereon. The amount due herein shall be delivered in full within the same period required under paragraph 10. I/we agree to pay the then current fees and charges upon my/our purchase and sale of securities. I undertake to have sufficient funds in my USI/UTrade account prior to entering any transaction. I/we acknowledge and agree that such commission rates and fees are subject to change at any time, with reasonable notice by posting such notice on the Website or by other means, and I/we agree to be bound thereby. I agree to check the Website once-a-month for updates on the rates fees and charges to my prospective transactions. Current fees and charges are listed on Annex A. I/we undertake to not withhold, suspend, discontinue, alter or modify any payment or obligation arising from this Agreement for any reason including the existence of any dispute, claim or allegation against the Unicapital Group.
- 5. **Trading Periods.** I/we understand that currently, the PSE pre-open period is from 9:00 a.m. to 9:29 a.m., that trading hours are from 9:30 a.m. to 11:59 a.m., market recess from 12:00 nn to 12:59 p.m., market resumes at 1:00 p.m., pre-close period is from 2:45 p.m. to 2:49 p.m., and that the runoff period is from 2:50 p.m. to 3:00 p.m., Philippine time. These may change to any other periods that the PSE may otherwise prescribe. Orders given by me/us outside of these PSE periods (off-hours) shall be queued and posted on the next pre-open period on a first-come-first-served basis.

- 6. **Risks**. I/we am/are aware that all investments involve risk. In particular, investments in low priced securities, initial public offerings, or options may entail an increased risk of loss and may not be suitable to all investors. I/ We acknowledge that there is an inherent risk that losses may exceed the principal amount I/we invested and that the price of securities can and does fluctuate, and any individual security may experience upward or downward movements. I/we understand that all of my/our orders are based upon my/our investment decisions and are unsolicited and my/our sole responsibility and I/we will not hold, nor seek to hold you or any of your officers, directors, employees, agents, subsidiaries or affiliates, liable for any trading losses or other losses incurred by me/us. I, along with my transferees, assignees and successors, firmly and unconditionally warrant to forever release, hold free and harmless, and fully indemnify the Unicapital Group against any and all forms of direct and third-party claims, losses, damages, charges, fees and expenses of whatever nature, expected, real, inchoate, or apparent, which it may now or in the future have directly or indirectly arising from or related to all relations, contracts, transactions, and arrangements with you, including this Agreement.
- 7. **Non-Disparagement.** I shall not commit any act which directly or indirectly tends to or proximately causes the disparagement or denigration to the Unicapital Group. This includes not making statements or expressions in mass media or social media which would adversely affect USI or UTrade's reputation.
- 8. **Non-Solicitation**. I shall not for my own interest or for that of any third party directly, indirectly cause or attempt to solicit, engage, enter into negotiation, tender any offer, employ, divert or attempt to divert in any manner any current or prospective client, customer, officer, employee, personnel, consultant, agent, or contractor of the Unicapital Group.
- 9. Confirmations, Account Statements and Other Notices. I/we agree to accept confirmation of purchases and sales, and receive statements of account and other account information and related documents through my/our mailing address or at any such other addresses as I/we may hereafter give to you in writing or electronically through email or the Website. Or if I/we am/are a user of the Online Trading Facility, I/we agree to accept/receive the above mentioned documents electronically through the Website. This is in line with the Security and Exchange Commission's grant of exemptive relief to USI from the Rule on Order Ticket [SRC Rule 52.1(7)]; the Rule on Confirmation of Customer Orders [SRC Rule 30.2(2)] and the Rule on Customer Account Statements [SRC Rule 52.1(8)] for its online clients.
- Settlements. It is agreed that all securities purchased will be settled not later than 11:00 a.m. of the second (2<sup>nd</sup>) trading day after transaction date, or the Settlement Date. It is further agreed that interest charges at the prevailing interest rate and penalties irrespective of their origin, including those that may be incurred by you shall be imposed for each day of my/our delayed payment and such securities purchased shall be registered in your name until such time that it is fully paid. In the event of my/our failure to pay, any upward or downward fluctuation in the market price shall be for my/our account and at my/our risk, until actually sold or disposed of. It is understood that the securities market is a rapidly changing market and attached are the inherent risks of incurring losses in securities transactions. Therefore, I/we hold you free and harmless against any and all costs, losses, damages, fines, penalties, and taxes which may arise out of the exercise of your powers and functions duly authorized. Furthermore, you are authorized at your own discretion to sell all or a portion of my/our securities which I/we guarantee to be free from any and all liens and encumbrances to cover unpaid orders or balances, without prejudice to your right to collect the remaining liability after the sell-out. All orders for the purchase of securities will be on cash basis unless T+2 settlement or margin trading is explicitly approved by you. my/our account must contain sufficient funds to cover the purchase price of the securities, your commission, and all the applicable costs attributable to me/us as the buyer. Any order inadvertently accepted and executed without sufficient funds in the account will be subject to cancellation or liquidation at your discretion. I/we am/are responsible for all of my/our orders, including any orders which exceed available funds in my/our account. If full funds are not available in the account and an order is processed, my/our payment via Bank Name direct pledge, wire, personal check, cashier's check or money order made payable to you must be promptly submitted to you to assure that such payment will be received and processed on or prior to 11:00 a.m. of the Settlement Date. If payment is not received by Settlement Date, or as market conditions warrant, my/our account may be liquidated, without prior notification. In the event that my/our account is liquidated, I/we will be liable for any resulting losses and all associated costs incurred by you.

You will receive dividends on my/our behalf, and will credit my/our account or issue a check within 30 days after the payable dates. I/we will be notified of any subscription rights received by you for my/our account. I/we agree that all of your payments will be made to the exact registered account name.

- 11. Fund Distribution Service. USI, as SEC Registered Broker Dealer in Securities, has licenses to distribute mutual funds or unit investment trust funds ("Funds") from different accredited mutual fund companies and fund providers. I may choose to invest in this kind of products subject to applicable laws and regulations. I undertake to abide by and comply with USI's policies, rates and procedures in transacting Funds. In I you choose to transact Funds, I shall satisfy the following requirements, among others: (1) to complete all necessary documents; (2) to be bound by the terms and conditions of each chosen Fund/s, including those governing subscription and redemption; (3) to pay all fees in connection to the investment in the funds; and (4) that all references to the word "securities" in this Agreement shall be deemed to include such Funds, all references to "buy", "buying", and "purchase" of such securities shall be deemed to include subscription to such Funds, and all references to "sale", "sell", and "selling" of such securities shall be deemed to include redemption of such Funds.
- 12. **Online Trading Facility.** The Terms and Conditions for the Online Trading Facility are incorporated by reference herein and are made an integral part of the general Terms and Conditions as if fully set forth herein:
  - 12.1 I/we acknowledge that the Online Trading Facility and the Website, including the software and other contents thereof, are proprietary to you. I/we warrant and undertake that I/we shall not nor attempt to tamper with, modify, decompile, reverse engineer or otherwise alter in any way, or attempt to gain unauthorized access to any part of the Online Trading Facility or Website or any of the contents thereof. I/we also undertake to immediately notify you if I/we become aware of any actions described above being perpetrated by another person or entity.
  - 12.2 I/we agree that, as a condition of using your Online Trading Facility, I/we shall notify you within twenty-four (24) hours if:
    - 12.2.1 I/we placed an instruction through the Online Trading Facility and I/we do not receive an accurate acknowledgement, in any acceptable form, of my/our instruction or its execution;
    - 12.2.2 I/we receive acknowledgement, in any acceptable form, of a transaction which I/we did not instruct or any similar occurrence; or if
    - 12.2.3 I/we become aware of any unauthorized use of my/our access code.
    - 12.2.4 I/we acknowledge and agree that if I/we fail to immediately notify you when any of the above situations occur, you will not have any liability to me/us, or to any other person whose claim arises from me/us.
  - 12.3 I/we acknowledge that I/we am/are solely responsible for any and all orders placed electronically in my/our account(s). Any investment decision that I/we make or investment strategy that I/we utilize is done so at my/our sole discretion and at my/our own risk. I/we understand that you provide no tax, legal or investment advice of any kind, nor give advice or offer any opinion with respect to the nature, potential value or suitability of any particular securities transaction or investment strategy. I/we further understand that while I/we may be able to access financial or investment information or services through your Online Trading Facility, the availability of such information does not constitute a recommendation to buy or sell any of the securities discussed therein, or utilize any investment strategy. Any investment decisions I/we make will be based solely on my/our own evaluation of my financial circumstances and investment objectives. Any order entered using my/our password is mine/ours. If third parties gain access to your services, including my/our accounts, I/we will cooperate in defending and indemnifying you against any liability, costs or damages arising out of claims or suits based upon or relating to such access and use.
  - 12.4 I/we am/are responsible for knowing the rights and terms of all securities in my/our account(s) and for monitoring the occurrence of any reorganizations or other events (e.g. stock splits and reverse stock splits) involving my/our securities. I/we acknowledge that certain securities may grant me/us valuable rights that may expire unless I/we take action on these rights. I/we understand that, except as required by law, you are not obligated to notify me/us of reorganizations or other events affecting the rights granted by my/our securities or, without specific instructions from me/us, to take any action on my/our behalf with respect to such events.

- 12.5 I/we understand and agree that you have the sole discretion to restrict trading on my Online Trading Facility or to cancel the same, at any time and without need of prior notice to me/us.
- 12.6 I/we understand that you will not be responsible for the accessibility of, transmission quality, outages to, or malfunction of any telephone circuits, computer hardware or software (including viruses and bugs) or related/incidental problems.
- 12.7 I/we agree that you shall not be liable for my inability to use the Online Trading Facility or for the access of the Website due to any unauthorized actions or transactions using my/our customer ID and password, or for any other cause beyond your control.
- 12.8 I/we agree that you reserve the right to suspend service and/or deny access to the Online Trading Facility, without prior notice, during scheduled or unscheduled system maintenance, repairs and upgrades. I/we also agree that you have the right to modify or enhance the Website or any of its pages and features at your sole discretion and without prior notice.
- 12.9 I/we understand that the Internet service for the Online Trading Facility is provided on a best-efforts basis by third party Service Providers. Since you are not the provider of the Internet Service, you shall not be liable for performance, acts, or omission of the said Internet service. Reasonable care and diligence has been taken by you in the choice of your Service Providers for the Online Trading Facility. However, there can be no assurance about the performance and availability of such facility through the Internet, and no such assurance is hereby made, and no assurance shall be deemed to have been made by you by virtue hereof.
- 12.10 I/we understand that entering an order with you, including market orders, does not guarantee execution of the order, and I/we agree that you shall not be responsible for any order that is not executed. I/we understand that you have the right to break any executed transaction on the grounds that it was, in your opinion, "clearly erroneous". You shall not be deemed to have received any order electronically transmitted by me/us until you have actual knowledge of such order. When I/we place a request to cancel an order, the cancellation of that order is not guaranteed. My/our order will only be cancelled if my/our cancellation request is received by the Philippine Stock Exchange and tallied with my/our order before my order is matched up or executed. During market hours, it is rarely possible to cancel my/our market order as market orders are subject to immediate execution. I/we will not assume that any order has been executed or cancelled until I/we have received a transaction confirmation from you via the Website. I am aware that you, from time to time, receive late reports from the exchange reporting the status of transactions. Accordingly, I/we may be subject to late reports related to orders that were previously unreported to me/us or reported to me/us as being expired, cancelled, or executed. In addition, any reporting or posting errors, including errors in execution prices, will be corrected to reflect what actually occurred in the market place.
- 12.11 For use of the Online Trading Facility, I/we will create a password to enable me/us to place orders and access account information through the Website. I/we am/are the sole and exclusive owner and the only authorized user of such password and accept sole responsibility for use, confidentiality and protection of the password as well as for all orders and information changes (i.e., account profile changes such as change of address, etc.) entered into my/our account using such password. Any account profile change is as good as if I/we signed it on my original Customer Account Information Form (CAIF). I/we shall be liable for all transactions placed through the Online Trading Facility resulting from the use or misuse of my/our password. I/we accept full responsibility for the monitoring and safeguarding of my/our account(s). I/we will immediately notify you in writing, delivered via e-mail and registered mail, if I/we become aware of any loss, theft or unauthorized use of my/our password and account number; or any failure by me/us to receive a message from you indicating that an order was received and executed; or any failure by me/us to receive an accurate written confirmation of an execution; or any receipt by me/us of confirmation of an order and/or execution which I/we did not place; or any inaccurate information in my/our account balances, securities positions, or transaction history. You shall not be liable for any transaction or losses from my/our account despite receipt of my/our notice of loss or unauthorized use of my/our password if such transaction or loss occurred at or prior to the system tagging of my/oyr accounts, or failure of the computer machine to register such notice of loss or for any reason whatsoever. If I/we forget my/our password, I/we must answer a challenge question online, and the system generated password will be sent to my/our registered email address. I/we will immediately change this password upon receipt. I provide my consent to your processing of all personal information I provide in accordance with your Data Subject Consent Form and I undertake to be bound by all your data privacy and the U.S. Foreign Account Tax Compliance Act (FATCA) requirements and policies as indicated in USI's Website
- 12.12 You will accept any amendments to my/our account profile as requested by me/us through my registered email address.
- 12.13 The risks attendant to the use of the Online Trading Facility shall be for my/our account in as much as the use of the Online Trading Facility is electronically and system generated. I/we authorize you to make transactions in accordance with the order details received via the Online Trading Facility. You and your affiliates will not be liable for any consequential, incidental, special or indirect damage (including lost profits, trading losses, and damages) that result from inconvenience, delay or loss of the use of the Online Trading Facility even if you have been advised of the possibility of such damages. The use and storage of any information including, without limitation, the password, portfolio information, transaction activity, account balances and any other information or orders available on my/our personal computer is at my/our own risk and is my/our sole responsibility. I/we am/are responsible for providing and maintaining the communications equipment (including personal computers and modems) and telephone or alternative services required for accessing and using the Website or related services, and for all communications service fees and charges incurred by me/us in accessing the Website or related services.
- 12.14 I/we understand that the PSE Data is copyright-protected. I/we agree not to frame or deep/direct link any information/webpage taken from the Website. This includes all information available to me/us before and after logging on to the Website.

#### 13. Direct Market Access Rules. I/we undertake to (each) be bound by the following:

- 13.1 Duties, obligations, and rights I understand that I am only permitted to enter orders to buy or sell securities including any modifications and cancellations directly into the PSE trade matching system for automatic execution without any intervention by you as long as I abide by my duties and obligations under this Agreement and as long as I comply with the PSE's Rules on Direct Marked Access (DMA), which I shall keep myself updated of. I understand also that my rights are governed by this Agreement and PSE's Rules on DMA.
- 13.2 DMA client's obligation I warrant to keep myself updated of and comply with my obligation to execute orders in compliance with the Securities Regulation Code, Exchange rules and other pertinent laws, rules and regulations.
- 13.3 Risk parameters identified in the PSE DMA rules and USI's DMA Manual such as the Pre-Trade Risk Filters, Risk Management Protocols and other risk filters embedded in the Online Trading Facility.
- 13.4 Situations in which DMA Client's orders may not be executed or cancelled (a) breach of threshold/no available cash or stock position/ halt issues/suspended issues, (b) GTC order will automatically be cancelled once there changes in the issuer details such as change in board lot/change in name/par, or (c) any situation that PSE cancelled the trades which will be automatically cancelled in the system.
- 13.5 Process of DMA Order posting and execution Via website of mobile application.
- 13.6 Service level commitment:
  - 13.6.1 Severity 1 Produces an emergency situation in which the entire USI Trading System is inoperable, or fails catastrophically, which cause severe impact to trading service on any business day. Response time is within 2 hours with 90 Percent of incidents to receive a response within 2 hours and turn-around time of resolution is within 0.5 day with 100 Percent of incidents to be resolved within the day.
  - 13.6.2 Severity 2 The USI Trading System is usable, but seriously affected or performance degrades substantially under reasonable load. No workaround is available. Response time is within 4 hours with 85 Percent of incidents to receive a response within 4 hours and turn-around time of resolution is within 2 days with 95 Percent of incidents to be resolved within 5 days.
  - 13.6.3 Severity 3 Produces a noticeable situation in which USI Trading System is usable, but some functions are not performing in an expeditious manner as designed and the user suffers some impact. Response time is within 3 days with 85 Percent of incidents to receive a response within 3 days and turn-around time of resolution is within 14 days with 95 Percent of incidents to be resolved within 14 days.
  - 13.6.4 Severity 4 Produces an inconvenience situation in which the use of USI Trading System is affected in some ways but can be reasonably correctable by a documentation change or by a future, regular release from the systems provider. Response time is within 5 days with 85 Percent of incidents to receive a response within 5 days and turn-around time of resolution within 3 Months with 95 Percent of incidents to be resolved within 3 months.

- 13.7 Alternative means of order posting, modification or cancellation If the Online Trading Facility is un-accessible, DMA orders can be posted via broker-assisted executions or through the TCPro trader access platform. If the whole USI Trading System is un-accessible, DMA orders can be posted via Flextrade, the PSE's execution management trading system.
- 13.8 Consent to the submission of any electronic recording I consent to the submission of any electronic recording of online transactions to all concerned regulatory bodies.
- 13.9 USI's right to act on a DMA Order To ensure fair and orderly trading, I acknowledge USI's right to act on a DMA Order to ensure fair and orderly trading. Your actions may include modifying or cancelling trade orders.
- 13.10 Instances when DMA Services may be cancelled or terminated You or the PSE may cancel or terminate any part or all of the DMA Services when or when you found to have violated the PSE and SEC rule and the significant provision of this agreement.
- 13.11 Possibility of risks I acknowledge and understand that in any part of the processing of DMA transactions, there may be discrepancy in the data displayed, technical glitches, delayed execution and other risks associated with DMA transactions and their technical aspects.
- 13.12 Agreement to be bound by and liable under laws and rules I knowingly and without reservation fully agree to be bound by the Philippine securities laws, rules of the Exchange, CMIC and clearing agency and other pertinent laws, rules and regulations and shall be held liable for any breach of such laws, rules and regulations
- 13.13 Non-liability of the PSE I undertake to not hold liable the PSE, its directors, officers and employees for all damages directly or indirectly suffered as a result of the use or availment of the DMA Services.
- 13.14 DMA Services As used herein, I understand that "DMA Services" are the services that allow the bona fide clients of USI to place buy or sell orders for securities without trading participant intervention. DMA Services can be Automatic Order Routing or Sponsored Access as defined by the PSE's Rules on DMA.
- 14. Confirmation of purchases and sales, and statements of account. Sent electronically or through any of my/our above mentioned addresses will be deemed good delivery and shall be binding on me/us in the absence of any written objection received by you within 24 hours from the time confirmation and statements of account were sent to me/us. It is understood that in the event of any failure to notify you in writing of any change of address, all communications shall be directed to my/our last known address appearing in your records. All communication so sent, whether by mail, email, telegraph, telephone, fax, messenger, posted on the Website or delivered otherwise shall constitute personal delivery to me/us and be deemed delivered and received by me/us whether actually received or not. USI shall send all invoices and notices via email unless either I or USI elects otherwise.
- 15. **Collateral.** Any and all securities or contracts relating thereto, now or hereafter held or carried by you in any of my/our account(s) (either individually or jointly with others), are to be held by you as security or collateral for the payment of any liability to you in any of the said account(s), with the right on your part to transfer moneys or securities from any one account(s) to another when in your sole and exclusive judgment, such transfer may be necessary; and all such securities and commodities may, from time to time, and without notice be pledged and re-pledged by you, either separately or in common with other securities or commodities, for any amount due upon my/our account(s), without you retaining in your possession or control for delivery a like amount of similar securities or commodities. You are specifically authorized to lend, either separately or with other securities, to yourself or to others, any of my/our securities held by you as collateral for all my/our liabilities to you.
- 16. **Dormancy.** Accounts which have no trading transactions for twenty-four (24) months shall be charged and deducted a maintenance fee of PhP500.00 per month starting on the twenty-fifth (25th) month. For accounts with no trading transactions for thirty-six (36) months, you may: (a) uplift securities (in order to obtain physical certificate(s)) at my/our expense and sell the securities and apply the proceeds to my fees and charges (maintenance fees, upliftment charges, postage or delivery costs, other expenses); and (c) appropriate, sell, or otherwise encumber all my/our securities and funds subject of a Safekeeping Agreement, pledge or margin trading facility. Should any or all of these foregoing measures fail, I/we agree that you will then turn over the assets remaining in my/our account to the SEC (under SRC 52.1-8F) or comply with other requirements of regulators.
- 17. **Joint Account.** If I/we, the undersigned, shall consist of more than one person, the obligations and liabilities shall be joint and several. Failure to state upon opening that an account is an "and" or "or" joint account, shall be construed to mean a joint "or" account.

Each party to a joint "or" account is a principal, with joint and several liability and is privileged to operate same separately and independently of the other and to withdraw all funds, assets and securities unless otherwise specified in writing by the parties to such joint and several account.

Each party to a joint and several "or" account hereby grants authority to the other party to transact, endorse and accept on behalf of each other, money, securities and other assets of every kind, which are originally in the sole name of one party, and after which shall become common fund of such joint and several account.

- 17.1 All money, securities, and other assets of every kind payable or deliverable under joint account may in the event of death be paid or delivered to the survivor (as joint tenant) and it is hereby authorized that same be so paid, or the survivor may transfer the account to himself/herself, upon his/her own signature and the production of a written notice and properly certified death certificate of the deceased party.
- 17.2 Any joint owner without right of survivorship account as specified agrees that, upon the death or disability of either party, the survivor shall immediately provide written notice of such event to you within twenty-four (24) hours. All transactions thereafter affecting a non-survivorship account must be at the joint discretion and upon the joint signatures of the legal representative of the affected party and the survivor. You shall not be liable for transfers, payments or other transactions that occur in my/our account prior to receipt of such written notice. You shall be held harmless and free from any liability by reason of your compliance with any notice or direction mentioned in this paragraph.
  - If I/we hold this Securities Account jointly with (an)other individual(s) under an "and" arrangement, I/we understand and agree that the instruction, signature and written conformity of all the other members of my Securities Account must be given before you can act upon any transaction. The death of any one of us shall have the same effect as stated in paragraph (b) above.
- 18. **Information**. USI shall maintain the confidentiality of the information obtained from me/us and shall not disclose such information to unauthorized persons, except as otherwise provided herein.

I/we acknowledge that applicable laws may require the disclosure of information relating to me/us, my/our transactions, and/or my/our account, to a regulatory body or governmental authority, such as but not limited to the SEC, PSE, CMIC, clearing agencies, or depositories. In such an event, I/we authorize you to disclose all such information and to provide such authorities with all documents in your possession as may be requested by the authorities in the course of an investigation, examination, official inquiry or as part of the surveillance procedures or compliance with other pertinent laws.

- 19. In case of a tender offer made pursuant to a proposed delisting, and my/our shares are kept with USI or UTrade, I/we hereby authorize USI, at its discretion, to tender my/our shares on my/our behalf unless otherwise instructed by me/us in writing.
- 20. **AMLA.** I/we authorize you to make the necessary verifications, records, reports, submittals and other processes, and performance of any act and to disclose information and supply any supporting documents to local and/or international government entities, and USI's subsidiaries and affiliates, for the purpose of complying with the Anti-Money Laundering Act of 2001 (AMLA), as amended, the Terrorism Financing Prevention and Suppression Act, its implementing regulations, international anti-money laundering laws and regulations, and other laws or rules regulating my/our account. I/we shall provide you with, and allow you to have access, to any and all information, records and documents, as may be necessary or required by you and/or its authorized representative in connection with this provision.
- 21. **US Person Declaration**. I/we undertake to inform you whether or not I/we am/are a U.S. person in relation to the FATCA. I/we shall provide the necessary information for this purpose, including but not limited to, my/our U.S. taxpayer identification number, and shall comply with documentation requirements per U.S. regulations. Any information that will affect the accuracy of such declaration shall be immediately reported to you. I/we acknowledge that you shall operate my/our account on the basis of such declaration.

- 22. Indemnification. I/we shall hold you, the Unicapital Group, its respective directors, officers, and employees, agents, and representatives, free and harmless from the consequences arising out of the disclosure and authority as mentioned above and hereunder, including under FATCA, AMLA, Data Privacy Act of 2012 and other laws and regulations requiring disclosure of information related to me/us and my/our account. I/we hereby undertake to indemnify you, the Company, its respective directors, officers, and employees, agents, representatives, assigns, successors-in-interest, for any and all costs, penalties and expenses that the latter may incur in prosecuting and/or defending against any and all liabilities, demands, claims, actions, suit, losses or damages whatsoever that may be instituted arising from or connected from the disclosure of information.
- 23. **Void Transaction.** You are authorized to void this contract without prior notice or to cease contracting business with me/us for reasons including, but not limited to, my/our delinquency in settling accounts or failure to deliver shares sold within prescribed deadlines.
- 24. Force Majeure. I/we agree that you will not be liable to me/us for any delay or failure to perform any obligation on your part, or for any loss or damage caused directly or indirectly by any condition or circumstance over which you do not have control, including but not limited to government restriction, exchange or market rulings, suspension of trading, failure of internet service, electronic or mechanical equipment or communication lines, telephone or other interconnection problems (e.g. if you are unable to access your online service provider), unauthorized access, theft, operator errors, severe weather, earthquakes, floods and strikes or other labor problems, war (whether declared or not), invasion, insurrection, military coup, commotion or usurped power, or by order of any civil authority, or other causes beyond your control.
- 25. **Death.** In case of my death, medical or legal incapacity, or any analogous circumstance, I or my transferees shall comply with USI's policies, rates and procedures to process and/or wind-up my account. If you, in the event of death of either party to my/our common account, and in reliance upon this instrument, deal with or in any manner pay, deliver to, credit or trust either party to such common account, any and all deeds and things done or suffered by or for either party to such account or in their names and on their behalf shall, as to you, be binding upon the parties to such common account, their representative(s) assign(s), heirs and successors-in-interest.
- 26. **Litigation.** It is agreed that in the event of any controversy or litigation arising out of this Agreement, your books shall be final and conclusive evidence of the amount due to you. You shall be entitled to reimbursement for all actual expenses of litigation as well as attorney's fees and cost of suit, all of which shall be in amount equivalent to not less than twenty five percent (25%) of the total amount of my/our indebtedness then outstanding to you. Venue for litigation shall be in the proper courts of Makati, and I/we hereby waive any other applicable venue. For material breaches of this Agreement, you may file any action, suit, remedy against me without need of any prior act, including tendering a demand.
- 27. **Invalidity.** If any provision in this agreement shall be held unenforceable by any court or self-regulatory agency, the invalidity shall be limited to such provision while other remaining provisions shall not in any way be affected.
- 28. **Revocation.** This agreement shall continue until a signed notice of revocation is received by me/us or from me/us, and in the case of such revocation, it shall continue to be effective as to transactions entered into prior thereto. I/we understand that you may at any time, at your sole discretion and without prior notice to me, prohibit or restrict my/our access to the use of the Website or related services and my/our ability to trade. You may terminate my/our account at any time for any reason and without prior notice to me. The closing of an account will not affect the rights and/or obligations of either party incurred prior to the date that the account is closed.
- 29. Amendment. Upon justifiable reason and subject to the approval of USI, you shall be entitled to request to amend the terms of this Agreement, in whole or in part, with advance notice through the Online Trading Facility or in writing. Reference to these "Terms and Conditions" and to any particular condition, in these "Terms and Conditions" shall be interpreted to mean these Terms and Conditions or that particular condition respectively, as changed from time to time in accordance herewith. I undertake to adhere to changes to USI's fees and charges which may be updated from time to time. I undertake to keep myself informed and updated of these updates. For amendments to the Terms and Conditions, specifically for the imposition of service charges/ fees or changes in commission rates, I/we understand that the change(s) shall take effect at least sixty (60) days after due notice has been given to me/us through the Website, through email or at my/our last known address. Information by regular mail, statement of account messages, electronic mail, fax, Website information, courier delivery and/or other alternative modes of communication shall be considered sufficient notice. And my failure to manifest or register my/our objection to the change(s) in writing within thirty (30) days from receipt of the notice or knowledge of the change(s) shall be deemed to constitute acceptance of such changes. To conform with its business and operational needs, USI may, subject to prior notice, may revise the manner of payment and rates of the fees and charges on its products and services.
- 30. **Effectivity.** This Agreement shall take effect upon the date of signing, as indicated below. This Agreement shall inure in favor of your successors and assigns and shall continue until a signed notice of revocation is received.

I/we shall be deemed to have read, understood and agreed to be bound by these Terms and Conditions.

CONFORME			
	Signature over Printed Name	Date	





+63 2 8818 2127



## UNICAPITAL GROUP FATCA QUESTIONNAIRE Individual/Sole Proprietary Account

Dear Client,

As part of our due diligence for compliance to the Foreign Account Tax Compliance Act (FATCA) of the United States, kindly answer this questionnaire to enable us to properly classify your account. Additional documentation may be requested from you based on your answers to the questions below. If you do not respond to the request to answer this form or provide additional documentation as may be requested, we shall tag your account as recalcitrant. Thank you for your cooperation.

NAME OF CLIENT					
A. Are you any of the following:					
1. U.S. Citizen	□YES	□ NO			
2. U.S. resident?	□YES	□ NO			
3. U.S. resident alien? □YES □ NO					
4. Born in the U.S.?	□YES	□ NO			
B. Do you have any of the following:					
1. A current U.S. residence address?					
2. A current U.S. mailing address (including a U.S. P.O. Box)?	□YES	$\square$ NO			
3. A current U.S. telephone number?	□YES	$\square$ NO			
C. Have you issued a standing instruction to transfer funds to an account maintained in the U.S.?	□YES	□ NO			
D. Have you issued a power of attorney or granted signatory authority to a person with a U.S. address?	□YES	□ NO			
E. Do you have an "in care of" address or "hold mail" address that is the sole address for an account (whether such address is in the U.S. or outside the U.S.)?	□YES	□ NO			
<u>DECLARATION</u>					
I represent and declare that the information provided above is true, accurate, complete and updated. I understand the means any citizen or resident of the United States.	t the term "l	J.S. person"			
I hereby consent for UNICAPITAL, INC., UNICAPITAL FINANCE & INVESTMENTS, INC. or UNICAPITAL SECURITIES, INC. (colle report my information to regulatory authorities in accordance with the requirements of Foreign Account Tax Compliance Accordance laws, regulations, agreement or regulatory guidelines or directives.					
I hereby consent that UNICAPITAL may withhold from my account(s) such amounts in accordance with the requirement Compliance Act as may be stipulated by applicable laws, regulations, agreement or regulatory guidelines or directives.	s of Foreign /	Account Tax			
I hereby consent that UNICAPITAL may classify me as a recalcitrant account holder and/or suspend, recall or terminate my account(s) and/or facilities granted to me, in the event I fail to provide accurate and complete information and/or documentation as UNICAPITAL may require.					
I undertake to notify UNICAPITAL in writing within 30 calendar days if there is a change in any information which I have prov	vided to UNIC	APITAL.			
I shall indemnify and hereby holds UNICAPITAL, its directors, stockholders, officers, employees, representatives, agents of UNICAPITAL, free and harmless from and against any and all liabilities, actions, damages, proceedings, losses and/or any anature which may be suffered or incurred by UNICAPITAL as a result of or in any way arising from or connected w incomplete or invalid information/documents provided to UNICAPITAL.	ind all claims	of whatever			
SIGNATURE OVER PRINTED NAME DATE					
Definition: The term U.S. person is described in Section 7701(a)(30) of the United States Internal Revenue Code as:  (a) a citizen or resident of the United States,  (b) a domestic partnership,  (c) a domestic corporation,  (d) any estate (other than a foreign estate, within the meaning of paragraph Section 7701(a)(31)), and  (e) any trust if (i) a court within the United States is able to exercise primary supervision over the administration of the trust, and	d (ii) one or				

THIS SECTION IS FOR UNICAP GROUP FATCA ASSESSMENT: CONCLUSION OF CUSTOMER'S FATCA STATUS

CUSTOMER'S FATCA STATUS : ☐US PERSON ☐ NON-US PERSON

UNICAP SALESMAN/EMPLOYEE NAME \_\_\_\_\_\_\_ SIGNATURE \_\_\_\_\_\_ DATE: \_\_\_\_\_ DATE: \_\_\_\_\_\_

more United States persons have the authority to control all substantial decisions of the trust.



# UNICAPITAL SECURITIES, INC. DATA PROCESSING CONSENT AND WARRANTIES

Please read and understand carefully:

I willfully provide and will provide Unicapital Securities, Inc. (USI) my personal information and sensitive personal information which may be used to identify, evaluate, and make decisions on me.

I grant my consent to USI's collection, recording, organization, storage, updating, modification, retrieval, consultation, use, analysis, profiling, consolidation, sharing, transmitting, blocking, erasure, destruction and other similar processing of my **personal information** and **sensitive personal information** as defined by the Data Privacy Act of 2012 – including but not limited to my name, contact details, personal circumstances, TIN, and other information – for the following purposes:

- (1) To enable or facilitate USI to perform its obligations or enforce its rights with respect to my traditional and online securities brokerage account and instruments such as my Customer Account Information and Agreement Form and Online Trading Services Agreement as well as other foreseeable transactions and arrangements with USI, its parent and affiliates and their respective representatives and authorized agents (Unicapital Group);
- (2) Ensure that my information, status, situation, and activities are in good and acceptable condition for USI to provide or continue providing its services, perform its obligations, enforce its rights, or claim its interests; and
- (3) With respect to me being a client or prospective client of USI, to enable USI to perform its general and usual businesses and services as a securities brokerage firm. These include (i) profiling my credit fitness, risks, and tendencies; (ii) making and acting on decisions about me; (iii) transmitting my information to third parties for collection of my payments; (iv) outsourcing or sub-contracting the transmission, storage, or other processing of my information; (v) submission of information to regulators and auditors; (vi) offering of other services of Unicapital Group; and (vii) transfer of information to third parties in line with any of the above for marketing and for collection.

My consent authorizes USI to collect, process, use, store or disclose my personal information and sensitive personal information to other members of the Unicapital Group, to regulators and auditors, and to third parties, as may be necessary to fulfill the abovementioned purposes.

I continually grant this consent until ten (10) years from the latter of: (i) the existence of a legal or contractual right or obligation of USI to me; (ii) date of last transaction or business relation with USI; or (iii) USI may have use to the information to comply with legal, regulatory or audit requirements or defend its interests against risks or claims.

I unconditionally warrant that:

- (1) All information I provide to USI are accurate;
- (2) I obtained the consent of the persons from whom I obtained the information I submitted to USI;
- (3) I shall not disclose to any party any confidential, personal, or sensitive information or trade secret I obtained or learned from USI or its related companies and parties;
- (4) I consent to and will abide by the Privacy Policy of USI at <a href="www.unicapital-inc.com/privacy">www.unicapital-inc.com/privacy</a> which I will check from time-to-time for updates. I will first attempt to resolve issues by sending an email to <a href="mailto:dpo.usi@unicapital-inc.com">dpo.usi@unicapital-inc.com</a> before referring the dispute to any court or authority; and
- (5) I hold free and harmless and fully indemnify USI, its related companies, and their respective shareholders, directors, officers, employees, and representatives for any and all forms of direct and third-party claims, losses, damages, charges, fees and expenses of whatever nature which I may have now or in the future have.

I undertake that I fully understood and have no objections to the above. I hereby grant my fully informed consent to all of the foregoing.

SIGNATURE OVER PRINTED NAME/ DATE



+63 2 8892 0991



+63 2 8818 2127





## **ANNEX "A" FEES AND CHARGES**

TYPE	RATE/AMOUNT			
TIPE	PURCHASE	SALE		
Commission*	0.25%	0.25%		
Prevailing VAT Rate	12.00% of the commission	12.00% of the commission		
Transaction Fee	0.005% of the trade value	0.005% of the trade value		
SCCP Charges	0.01% of the trade value	0.01% of the trade value		
EW Tax (For Institutional Clients)	15% of the commission	15% of the commission		
Sales Tax	None	0.60% of the trade value		
C	THERS			
Upliftment Fee (Certificate Request)	Php 220.00 per certificate			
Lodgment: Lodgment Fee	Php 100.00 per stock			
Cancellation Fee	Php 77.00 per stock certificate			
Stock Transfer In (EQTrade-In)	Php 75.00 per stock			
Stock Transfer Out (EQTrade-Out)	Php 200.00 per stock			
Bank charges for interbank deposits	Charged as is			
Mail/Courier Fee	Php 200.00 per local delivery			
Stock Investment Certification (For Visa/General Purpose)	Php 100.00 per request			
Certified True Copy of Statement of Account (SOA)	Php 100.00 per request			

<sup>\*</sup> For accounts managed or serviced by the Company's Certified Securities Representatives, the applicable commission rate(s) may be higher than the rate of 0.25%.







# **CHECKLIST OF REQUIREMENTS** INDIVIDUAL ACCOUNT-ONLINE

LOCAL CLIENT	RESIDENT ALIEN	NON-RESIDENT ALIEN	
Customer Account Information	Customer Account Information	Customer Account Information	
Sheet (originally signed)	Sheet (originally signed)	Sheet (originally signed)	
Online Trading Services	Online Trading Services	2. Online Trading Services	
Agreement (originally signed)	Agreement (originally signed)	Agreement (originally signed)	
3. Data Processing Consent and	<ol><li>Data Processing Consent and</li></ol>	3. Data Processing Consent and	
Warranties Form (originally	Warranties Form (originally	Warranties Form (originally	
signed)	signed)	signed)	
4. FATCA Form	4. FATCA Form	4. FATCA Form	
5. Copy of two (2) Valid	<ol><li>Copy of valid passport with</li></ol>	5. Copy of two (2) Valid	
Government Issued IDs (e.g.	duly stamped Philippine Visa	Government Issued IDs of	
Passport, Driver's License,		customer's country of domicile **	
SSS ID, GSIS eCard Plus,	<ol><li>Valid Alien Certificate of</li></ol>	Copy of latest bank statement	
PRC ID, Voter's ID, etc.)	Registration (ACR) or any	issued under the laws of the	
	other ID issued by the	country of the customer's	
	Philippine Bureau of	domicile **	
	Immigration	** authenticated by the Embassy/	
		Consulate of the client's country of	
		Domicile (Philippine Embassy or	
		Consulate)	
For ITF Accounts: Copy of Birth Certificate of the Beneficiary/Child on top of the above –listed documents			







Date:

UNICAPITAL SECURITIES, INC.

3/F Majalco Bldg. Benavidez cor Trasierra Sts. Legaspi Village, Makati City

**RE: CONSENT FORM FOR REITS NoCD ACCOUNT** 

Dear Sir/Madam,

This is to authorize and instruct Unicapital Securities, Inc. (USI), and its designated employees and agents, to act as my Broker-Dealer and Philippine Central Depository (PCD) Nominee to create a Name on Central Depository (NoCD) Account or sub-account for Real Estate Investment Trusts (REITs).

I consent to the collection, use, and sharing of my information to USI and Philippine Depository and Trust Corporation (PDTC) for processing and retention of my personal information for purposes of creating and managing of the NoCD sub-account to hold and trade my assets, including automated processing and decision-making of manual and computerized systems on and for NoCD. I shall provide and maintain with USI accurate and complete information and disclosures about me and my accounts at all times.

The undersigned beneficial owner shall hold USI free and harmless from any risk, loss, damage and liability arising from or related to all acts and decisions in pursuance and related to the foregoing.

глапк уои.
Very truly yours,
Signature over printed name
Date:
USI Client Code:
Email Address:
Contact Number: