

## GUIDE in FILLING OUT the Online BDO Kabayan Account Application

- Fill out all information. All fields with asterisk\* are mandatory.
- If you have NO middle name in your passport, there should also be no middle name in the online application and confirmation form.
- Philippine and Canadian addresses are required.
- Present address – Canada
- Canada Postal Code – Please put 00000 (five zeroes)
- Permanent address – Philippines – MUST BE COMPLETE. Branch will send a thank you letter to your Phil. address to verify if your address is correct.
- Date of Birth – Choose first the YEAR followed by the MONTH then the DAY.
- TIN – Put “Not Applicable or N/A”
- TIN N/A reason... Put OFW...
- Mobile Number - Please put 1 before your mobile number.
- Email Address – Please make sure your email address is correct. Your account number will be sent only to the email address you provided.
- Mother’s FULL MAIDEN NAME - FIRST NAME, MIDDLE NAME, LAST NAME ng mother mo nung DALAGA pa siya.
- ATTACHMENT – Not mandatory. DO NOT ATTACH ANYTHING.
- Before you click the submit button, check and review that all information is correct.
- After submission, please take a photo of the reference/application number for your file.
- You will receive an email notification regarding your application. Email will come from BDO Online Account Opening ([bdoanywhere@bdo.com.ph](mailto:bdoanywhere@bdo.com.ph)). On the email, a copy of your application will be attached. To open the attachment, use your birth date as password – mm/dd/yyyy. So if your birthdate is January 01,1980, the password is 01/01/1980.

Kabayan application facilitated in Canada will be submitted to a central site in the Philippines. All applications are subject to final approval of the branch of account in the Philippines. If your application is approved you will receive a passbook and atm card. For your protection, THE ATM CARD is not yet activated and linked to your bank account. THE LINKING AND ACTIVATION OF ATM CARD CAN only be done at any BDO branch in the Philippines and only by you. NO PROXY).