

SERVICE AGREEMENT

This Service Agreement (the "Agreement") is executed this _____ in _____ by:

SERVICE PROVIDER	COMPREHENSIVE CREDIT SERVICES INC. (CCSI)
Principal Address	Unit 2503 & 2504, 25 th Floor, Summit One Tower, 530 Shaw Blvd., Mandaluyong City
Represented By	MIGUEL CARLOS E. CASTILLO - PRESIDENT

- and -

CLIENT	UNITED COCONUT PLANTERS BANK a universal banking corporation duly organized and existing under and by virtue of the laws of the Philippines
Principal Address	UCPB Building, Makati Avenue, Makati City, Philippines
Represented By	JOJI S. NORICO, First Vice President

WITNESSES

John Manalo Santos
JOHN MANALO SANTOS
Remigio T Vargas
REMIGIO T VARGAS

WITNESSETH: That -

WHEREAS, the CLIENT is desirous of engaging the services of a SERVICE PROVIDER to handle credit investigation requirements, and other related services, in connection with its credit and loan transactions;

WHEREAS, the SERVICE PROVIDER represents that it is an independent contractor duly licensed to engage in the business of providing corporate Credit Investigation related services to financial institutions and has the competence and expertise, financial and technical capacity, trained personnel, equipment and other resources necessary to provide the aforementioned services;

WHEREAS, upon offer and acceptance made by one party to the other, the parties hereto have agreed to enter into this Agreement whereby the SERVICE PROVIDER shall render the aforementioned services in favor of the CLIENT, subject to the terms and conditions set forth below.

NOW THEREFORE, in consideration of the foregoing premises and of the mutual covenants herein stipulated, the parties hereto agree as follows:

1. SCOPE OF SERVICES

The SERVICE PROVIDER shall undertake such activities as may be allowed under the law, which are necessary for the credit investigation of the CLIENT in connection with its credit and loan transactions. The services to be rendered by the SERVICE PROVIDER shall include the following:

- 1.1 **Personal Data, Residence & Neighborhood Checking (PDRN)** – Actual ocular inspection of the applicant's residence address or locality and verification with the nearest neighbors and storeowners in the vicinity or any other third party sources to gather information regarding the applicant's background and reputation.
- 1.2 **Business Verification (BVR)** – Actual ocular inspection and confirmation of the place of business as to its existence and activity. Verification of information related to the applicant and related interest / businesses.
- 1.3 **Trade Checking (TC)** – Gathering of information regarding the character of the client and his paying habit through creditors, dealings / experience with suppliers and major customers.
- 1.4 **Bank Checking (BC)** - Gathering of information regarding the character of the client and his paying habit through creditors.
- 1.5 **Employment Checking (EVR)** – Verification and confirmation of employment of applicant's job through company's Human Resource Department by telephone verification or actual field visit.
- 1.6 **Court Case Verification (CCV)** – Verification of court cases involving credit applicant through government agencies concerned.
- 1.7 **Car History** – Validation through LTO on the manner in which the vehicle was acquired or transferred.

COMPREHENSIVE CREDIT SERVICES INC
SERVICE PROVIDER BY
Miguel Carlos E. Castillo
MIGUEL CARLOS E. CASTILLO
President

UNITED COCONUT PLANTERS BANK
WITNESSES
CLIENT BY
Joji S. Norico
JOJI S. NORICO
First Vice President

2. REPRESENTATIONS AND WARRANTIES

Amuntay

2.1 The SERVICE PROVIDER warrants that it is an independent service contractor in the Philippines, that it has substantial capital or investment to engage in its business, and that it performs its services on its own account, under its own responsibility, according to its own manner and method, free from the direct control and supervision of the CLIENT on all matters relating to or connected with performance of the services covered under this Agreement, except as to the result thereof.

- Jonathan A. Santos*
- 2.2 The personnel whom the SERVICE PROVIDER may assign to perform the services herein provided subject of this Agreement shall be properly trained and thoroughly screened by the SERVICE PROVIDER. The SERVICE PROVIDER ensures and warrants that all of its employees have complied with the SERVICE PROVIDER's pre-employment requirements.
- 2.3 The SERVICE PROVIDER understands and agrees that the CLIENT shall have the right to defer payment of any account due and payable to the SERVICE PROVIDER until such time that the SERVICE PROVIDER shall have complied, submitted and surrendered its entire obligation, documents and reports under this Agreement to the satisfaction of the CLIENT.

- 2.4 The SERVICE PROVIDER has the capability to and shall comply with the service turnaround periods prescribed in this Agreement for the performance of services, the processing of transactions, and the delivery of the necessary documents and reports to the CLIENT, except in cases where delay or timely performance is prevented by circumstances beyond the control of the SERVICE PROVIDER, as may reasonably be determined by the CLIENT.

3. OBLIGATIONS OF THE SERVICE PROVIDER

Remigio T. Vargas

The SERVICE PROVIDER undertakes the following:

- 3.1. All services to be rendered pursuant to this Agreement shall be undertaken by competent, trained and qualified personnel of the SERVICE PROVIDER;
- 3.2. The SERVICE PROVIDER shall ensure and warrant that its credit investigation personnel shall conduct actual ocular inspections, interviews and investigations in connection with all referrals made by the CLIENT and that all reports required in this Agreement shall be rendered truthfully and correctly in every respect. The SERVICE PROVIDER warrants the accuracy and truthfulness of the results of investigations submitted to the CLIENT based on the data as gathered from the sources during the investigation.

To guarantee the payment for any loss or damage that may be sustained by the CLIENT under the contemplation of the immediately preceding paragraph, the SERVICE PROVIDER hereby puts up a performance bond in the amount of PESOS: TWO MILLION (P2,000,000.00), Philippine currency.

- 3.3. The SERVICE PROVIDER shall ensure that its credit investigation personnel, employees, or representatives shall conduct themselves in a professional manner in all their dealings with the CLIENT's existing or prospective clients and shall act with utmost courtesy to ensure that its acts shall not jeopardize or prejudice the goodwill and reputation of the CLIENT.
- 3.4. The SERVICE PROVIDER shall receive via CLOS / CIS (Consumer Loans Origination System / Credit Investigation System) or via email, credit investigation referrals on a daily basis and the submission of the Credit Investigation Report (the "Report") shall be based on the agreed turn-around-time (TAT) for all Metro Manila and Provincial, cities and municipalities referrals. Pursuant to this agreement in relation with Credit Investigation System (CIS) which forms parts of Consumer Loans Origination System (CLOS) shall be undertaken by competent, trained and qualified personnel of the SERVICE PROVIDER.
- 3.5. The SERVICE PROVIDER representative with signature appears in this agreement are the authorize Credit Investigation System (CIS) endorser for creation and revocation of user ID of encoder, supervisor and tele-verifier.
- 3.6. The SERVICE PROVIDER must immediately inform the client if the personnel with (CIS) user ID is going to resign or AWOL to recall or terminate such user ID.
- 3.7. The SERVICE PROVIDER shall inform the CLIENT thru letter or electronic mail if they cannot perform as CIS endorser and must appoint other officer or designated person to perform duty as endorser

- 3.8. The SERVICE PROVIDER shall handle all documents entrusted to its custody by the CLIENT pursuant to this Agreement with utmost care and confidentiality. Subject to the immediately succeeding paragraph, the SERVICE PROVIDER shall answer directly to the CLIENT for any damage to or loss of any of the CLIENT's documents, or of those for which the CLIENT is responsible, that were placed in the custody of the SERVICE PROVIDER. In case of loss or destruction of any of these documents, the SERVICE PROVIDER shall pay the CLIENT the cost of replacing copies of the lost items or of reconstructing the same, without prejudice to the right of the CLIENT to the payment of damages and other rights and remedy under applicable laws.

WITNESSES

COMPREHENSIVE CREDIT SERVICES INC
SERVICE PROVIDED BY
Miguel Carlos Castillo
President

UNITED COCONUT PLANTERS BANK
WITNESSED
CLIENT BY:
Joji S. Noroco
First Vice President

- 3.9. The SERVICE PROVIDER shall process the referred transactions in accordance with the schedule set forth in the Annex "A" attached hereto and made an integral part hereof.

In the event assignments are not accomplished within the specified period of time due to circumstances beyond the control of the SERVICE PROVIDER, or due to fortuitous events, the SERVICE PROVIDER shall furnish the CLIENT a written report stating the reasons for non-delivery or delay and the status of the documents pending delivery. Should any other problems be encountered in pursuing a transaction under this Agreement, the SERVICE PROVIDER shall immediately give a factual narration and explanation of the problem to the CLIENT, as well as the correlative action taken thereon.

- 3.10. The SERVICE PROVIDER shall assign a Supervisor for all assignments forwarded by the CLIENT to ensure an efficient and accurate processing of accounts, as well as good coordination between the parties.
- 3.11. The SERVICE PROVIDER grants the CLIENT the absolute prerogative to inspect the premises of the SERVICE PROVIDER and evaluate the results of the services rendered and communicate its findings/comments to the SERVICE PROVIDER anytime as may be necessary and appropriate.
- 3.12. The SERVICE PROVIDER shall transact business only with the authorized representative/s of the CLIENT. Completed reports prepared by the SERVICE PROVIDER shall be issued only to the requesting CLIENT or its authorized representative. These Reports must be treated with strict confidentiality.
- 3.13. The SERVICE PROVIDER shall segregate all data and information, in whatever form they may be, from the data and information of the other clients of the SERVICE PROVIDER.
- 3.14. The SERVICE PROVIDER shall fully cooperate with the CLIENT in the event the CLIENT initiates or gets involved in any investigation, suit or any other action involving any transaction undertaken through the services of the SERVICE PROVIDER under this Agreement.
- 3.15. The SERVICE PROVIDER shall regularly submit proof of payment of its employees wages and other statutory benefits.

4. OBLIGATION OF THE CLIENT

The CLIENT shall pay the SERVICE PROVIDER pursuant to the billing schedule set forth in Section 6 of this Agreement.

The CLIENT shall furnish the SERVICE PROVIDER a standard or substantially standard Credit Investigation Report Form, which the SERVICE PROVIDER shall use in the preparation of its Report to the CLIENT.

The CLIENT thru its representative, system administrator and designated person shall perform creation, re-setting and revocation of user's ID for Credit Investigation System (CIS)

5. SERVICE FEE AND BILLING

For and in consideration of the services rendered by the SERVICE PROVIDER under this Agreement, the CLIENT agrees to pay the SERVICE PROVIDER in accordance with the schedule of service fees attached hereto and made an integral part hereof as Annex "A".

The rates specified in Annex "A" shall apply to the whole range of services specified herein regardless of the number of employees, personnel, agent or representatives the SERVICE CONTRACTOR may assign or the volume of accounts to be serviced.

The billing for completed transactions shall be made every 15th and 30th of the succeeding month. The CLIENT shall review and confirm the billing statement and remit payment to the SERVICE PROVIDER within five (15) days from receipt thereof.

In the case of PDRN and BVR with the same address SERVICE PROVIDER will charge the CLIENT as one job only.

For provincial accounts, in case subject has a second address not more than 5 Km radius from the first address, Twenty Five Percent (25%) of such fees should be charged to the CLIENT. If second address is more than 5 Km but less than 10 Km away from the original endorsed address, client should be charged Fifty Percent (50%) of the original fee. If the second address is more than 10 Km away from the original endorsed address, client should be charged One Hundred Percent (100%) on the original fee.

Submission beyond the agreed turn-around-time (TAT) shall be penalized at the rate of less 20% per hour of delay on the 4-hour TAT and 50% per day on the daily TAT deducted on the agreed service fee.

WITNESSES



REMINIOT VARGAS
JOSEPHANTHON SANTOS



COMPREHENSIVE CREDIT SERVICES, INC.
SERVICE PROVIDER
MIGUEL CARLOS BACASTILLO
President



UNITED COCONUT PLANTERS BANK
WITNESSES
CLIENT BY
JOJI S. MORICO
First Vice President

6. PENALTIES AND SANCTIONS

CREDIT INVESTIGATION SERVICE AGREEMENT | 4

My signature

JOHNATHAN M. SANTOS
JOHNATHAN M. SANTOS
WITNESSES:

REMIOT T. VARGAS
REMIOT T. VARGAS
WITNESSES:

COMPREHENSIVE CREDIT SERVICES INC
SERVICE PROVIDER
MIGUEL CARLOS E. CASTILLO
President

UNITED COCONUT PLANTERS BANK
WITNESSES
CLIENT BY
JOJI S. NORICO
First Vice President

Overall performance review resulted in a "LOW MEETS" or "NEEDS IMPROVEMENT"	Performance Rating			
	1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
	Issue written memo-reprimand / warning	30 days suspension of endorsement and under probation period	60 days suspension of endorsement and under probation period	Termination / cancellation of contract
Customer Feedback				
Minor complaints received from internal and clients (without financial / reputational impact on the Bank) such as, but not limited to: a) Dress code/Appearance, b) Courteousness	Issue written memo-reprimand / warning, requires re-training and coaching	30 days suspension of endorsement and requires re-training and coaching	60 days suspension of endorsement and requires re-training and coaching	Termination / cancellation of contract
Major complaints (with financial / reputational impact on the bank) such as, but not limited to: a) Pull-out of deposit/s by existing bank depositor, b) Cancellation of pending application, c) Pre-termination of existing loan / facility with the Bank.	30 days suspension of endorsement and under probation period	60 days suspension of endorsement and under probation period	Termination / cancellation of contract	

7. TERM OF CONTRACT.

- 7.1. This Agreement shall be valid for THREE (3) years commencing on the date of execution of this Agreement. Nevertheless, the CLIENT may pre terminate the same for any reason; provided, a written notice thereof is given to the SERVICE PROVIDER thirty (30) days prior to intended date of termination. This Agreement shall be automatically renewed on an annual basis, unless the CLIENT pre-terminates subject to the 30-day prior written notice.
- 7.2. Either party may terminate this Agreement by 30-day prior written notice to the other party if:
 - (a) The other party fails to comply with any of the provisions of this Agreement and, if such failure is capable of remedy, has failed to make good such failure within thirty (30) days of receipt of written notice specifying such failure and requiring it to be made good; or
 - (b) The other party (i) ceases, or threatens to cease, carrying all or substantially all of its business; (ii) is insolvent, cannot pay its debts as they fall due or, taking advantage of laws on insolvency, moratorium, rehabilitation or other laws for the relief of debtors, commences, or a proceeding is commenced against it by a third party, under such laws, or is the subject of an entry of judgment or order by a lawful court for the appointment of a receiver, trustee, management committee or the like over all or substantially all of its business or assets; or
 - (c) Attachment or garnishment is made on all or substantially all of the assets of the other party, or the same has been taken possession of by an encumbrancer; or, a receiver has been appointed, or levy on execution is made, on all or substantially all of the assets of the other party; or
 - (d) The concessions, permits, rights, franchises or privileges of the other party required for the conduct of its business operations has been revoked, canceled or terminated, or the free and continued use and enjoyment has been curtailed or prevented.

The party whose concessions, permits, rights, franchises or privileges are affected undertakes to inform the other party of such revocation, cancellation, termination, curtailment or enjoyment, within one (1) day from its receipt of the notice of such from the relevant government authority.
- 7.3. Upon the expiry or termination of this Agreement, the SERVICE PROVIDER shall forthwith release to the CLIENT or as it shall direct, all documents, records and in the possession of the possession of the SERVICE PROVIDER within five (5) days from expiry or termination of the Agreement. Simultaneously, the CLIENT and the SERVICE PROVIDER shall settle any and all fees and billings which remain outstanding.
- 7.4. The SERVICE PROVIDER shall provide the necessary assistance in the event the CLIENT opts not to renew this AGREEMENT or to terminate this AGREEMENT and revert to another service provider or another arrangement, including but not limited to, the return of all documents, records and information relating to the credit and loan transactions referred to it, the CLIENT, its operations and processes acquired by the SERVICE PROVIDER as a result of the services rendered under this Agreement, and the destruction of any copies thereof. The SERVICE PROVIDER shall allow the CLIENT's representatives access to its offices to ensure that all such documents and information have been duly returned or destroyed.

8. CONFIDENTIALITY

- my signature*
- 8.1. The SERVICE PROVIDER acknowledges that all data and information contained in the records of the CLIENT, and those relating to the credit and loan transactions and the credit applicants and customers delivered to or obtained by the SERVICE PROVIDER in the course of rendering its services under this Agreement ("Confidential Information") are proprietary in nature and ownership thereof shall remain with the CLIENT and it will treat the same as confidential in nature by virtue of Republic Act No. 1405 (Law on Secrecy of Bank Deposits and RA 8791 (The General Banking Law), particularly Sec 55 thereof.
- 8.2. Except as allowed under the law, the SERVICE PROVIDER shall not disclose such data and information to any persons or entity without the prior written consent of the CLIENT, thru its duly authorized representative. If the SERVICE PROVIDER becomes subject of a bona fide requirement or legal processes, the SERVICE PROVIDER shall to the extent legally permitted and reasonably practicable notify the CLIENT within 24 hours of the terms of such requirement or process so that the CLIENT may seek the appropriate protective order or waive compliance with this Agreement, and cause its employees, representatives or agents to cooperate fully with the CLIENT in seeking a protective order or other assurance that confidential treatment will be accorded to the disclosed Confidential Information. Further, the SERVICE PROVIDER shall disclose only that portion of such information as is required under such bona fide requirement or legal process.
- 8.4. If in the estimation of the Service provider there is a threat to the integrity of the data held by it on behalf of the client or there is a danger of the data being compromised, Service provider has the option of submitting and forwarding all known copies of the data including all storage devices containing the data to client or the latter's disposition. The Service provider may make the submission at any time that it determines it is to the best interest of the parties. The Service provider shall not held liable for any unauthorized access or loss of data stored after the completion of the background investigation and submission of the data as stated herein provided such unauthorized access or loss is not due to the fault or negligence of the Service Provider.
- 8.5. The Service Provider shall assist the bank in ensuring compliance with Republic Act No. 10173 (The Data Privacy Act) implementing Rules & Regulations, other relevant laws and other issuances of The National Privacy Commission.
- 8.6. In no case shall the SERVICE PROVIDER use Confidential Information for purposes other than as required or necessary under this Agreement or in any manner detrimental or adverse to the CLIENT or any of its stakeholders, clients and customers.
- 8.7. The parties acknowledge that disclosure or use of any Confidential Information in contravention of this Agreement may cause harm to the CLIENT and that monetary damages would not be sufficient remedy should the SERVICE PROVIDER breach this Agreement. The SERVICE PROVIDER shall be responsible for any breach of this Agreement by its representatives or agents or those acting on its behalf, and to take, at its sole expense, all reasonable measures to restrain them from prohibited or unauthorized disclosure or use of the Confidential Information.
- 8.8. The CLIENT shall be entitled to pursue any remedy under law, like damages, injunctive relief, specific performance or other equitable relief and remedy for such breach without the requirement to establish the inadequacy of any of the other remedies available to it.

9. ACCESS TO RECORDS AND OPERATIONS OF THE SERVICE PROVIDER AS REQUIRED UNDER BANKING RULES AND REGULATIONS

The SERVICE PROVIDER hereby authorizes and grants:

- 9.1. The CLIENT, thru its duly authorized representatives, unconditional access to its financial records, provided an advance notice of at least three (3) banking days is given by the CLIENT to the SERVICE PROVIDER.
- 9.2. The auditors of the CLIENT, whether internal or external, access to information relating to the services it is providing under this Agreement which the auditors need to fulfill their responsibilities.
- 9.3. The examiners of the Bangko Sentral ng Pilipinas (BSP) unconditional access to its operations in order for BSP to review the same in relation to the services provided by the SERVICE PROVIDER under this Agreement.

The SERVICE PROVIDER shall immediately take the necessary corrective measures to satisfy the findings and recommendations of the BSP examiners and/or the CLIENT's internal and/or external auditors.

UNITED COCONUT PLANTERS BANK
WITNESSES
CLIENT BY:

10. DISASTER RECOVERY PLAN

The parties shall follow the Disaster Recovery Plans and Procedures agreed upon by the parties. The CLIENT hereby grants the SERVICE PROVIDER the right to transfer or remove all records/documents pertaining to the service engaged under this Agreement from the then current records site of the SERVICE PROVIDER in cases of fire, storm or any fortuitous event where the transfer or removal of the same in the reasonable judgment of the SERVICE PROVIDER, will preserve the

WITNESSES:

TOMAS NARANJO SAMPSON
TOMAS NARANJO SAMPSON

REMIOT VARGAS
REMIOT VARGAS

COMPREHENSIVE CREDIT SERVICES INC.

MIGUEL CARLOS E. CASTILLO
MIGUEL CARLOS E. CASTILLO
President

JOSI S. NORICO
First Vice President

records/documents or prevent damage thereto. The SERVICE PROVIDER shall give CLIENT prior notice of such transfer or removal and the new site through any reasonable means of communication.

my signature

1. GOVERNING LAW, VENUE

This Agreement shall be governed and construed under the laws of the Philippines. Any action arising from the Agreement shall be brought before the courts of Makati City.

12. NON-ASSIGNABILITY

The SERVICE PROVIDER shall not assign or transfer any of its rights, interest, and obligations under this Agreement without the prior written consent of the CLIENT.

13. NON-LIABILITY

The SERVICE PROVIDER acknowledges that

- 13.1. No authority has been conferred upon it by the CLIENT to hire any person in behalf of the CLIENT other than for the purpose for which they are intended;
- 13.2. The persons whom the SERVICE PROVIDER may assign to perform the services hereunder are not employed or in any way or manner related to or connected with the CLIENT; and
- 13.3. The SERVICE PROVIDER has the sole control in the performance/work of the employees.

WITNESSES

JONATHAN M. SANTOS
REMITIGO T. VARGAS

The SERVICE PROVIDER shall indemnify and hold the CLIENT and all its officials, employees, personnel and representatives free and harmless from any and all claims, actions, liabilities, damages, losses, expenses and suits of whatever kind and nature arising out of: (a) any accident or injury which may befall the SERVICE PROVIDER's employees, personnel, agents or representatives, or third persons as a result of the performance of the required services under this Agreement, and (b) labor issues on the theory that the CLIENT is the employer of the employees, agents and/or representatives of the SERVICE PROVIDER.

14. SEVERABILITY

If a competent court declares any provision of this Agreement invalid, the remaining provisions shall nevertheless remain in full force and effect.

COMPREHENSIVE CREDIT SERVICES INC
SERVICE PROVIDER
MIGUEL CARLOS E. CASTILLO
President

15. EFFECTIVITY

This Agreement shall become effective upon the signing hereof and shall continue to remain valid and enforceable between the parties unless terminated by either party upon thirty (30) days prior written notice given by one to the other, without prejudice to the rights and obligations that have accrued as of the giving of such notice.

In the event of termination of this Agreement, the SERVICE PROVIDER shall render a final report on the status of all pending accounts covered under this Agreement. This report shall be submitted to the CLIENT within a period of fifteen (15) days after the date of effectiveness of the termination.

Any amendments/revisions of any of the terms and conditions of this AGREEMENT shall take effect only upon the written agreement of both parties. All other terms and conditions shall remain valid and enforceable.

UNITED COCONUT PLANTERS BANK
WITNESSES
CLIENT BY:
JOJI S. NORICO
First Vice President

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this AGREEMENT.

CLIENT

UNITED COCONUT PLANTERS BANK

By:
JOJI S. NORICO
First Vice President

SERVICE PROVIDER

By:
MIGUEL CARLOS E. CASTILLO
President

WITNESSES

Jonathan M. Santos
Remigio T. Vargas
Mary Ann T. Macatay

WITNESSES:

REMIGIO T. VARGAS

ACKNOWLEDGMENT AND CERTIFICATE OF OATH

REPUBLIC OF THE PHILIPPINES

)

) S.S.

MAKATI CITY

MAR 12 2018

At the above stated locality on this _____ before me personally appeared:

NAME	TIN	CTC and GOVT ID	DATE/PLACE ISSUED
UNITED COCONUT PLANTERS BANK	320-000-507-736	CCC201200145931	
JOJI S. NORICO	107-197-433	SSS ID# 346004003	
COMPREHENSIVE CREDIT SERVICES INC.	220-218-696		
MIGUEL CARLOS E. CASTILLO	468-132-001-000	PASSPORT ID # EC4484054	

known to me and to me personally known or through competent evidence of identity to be the same person/s who executed the foregoing integrally complete instrument and acknowledged the same to be his/her/their free and voluntary act and deed as well as that of the corporation herein represented, having acted with authority to sign this document.

COMPREHENSIVE CREDIT SERVICES INC.

SERVICE PROVIDED BY:

MIGUEL CARLOS E. CASTILLO
President

Said instrument refers to a **SERVICE AGREEMENT**, consisting of eight (8) pages, including this page wherein the Acknowledgment and Certificate of Oath is written and the annex/es thereof, if any, signed by the party/ies and their witnesses on all pages and sealed with my notarial seal.

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Book No. 38221
Series of 2018

ATTY. JOSE CARLOS R. TANINGCO

Notary Public for Makati City

Until December 31, 2018

9th Floor UCPB Head Office Building, Makati Ave., Makati City

Roll of Attorney's No. 38221 / Appointment No. M-26

PTR No. 6629290 / 01.12.16 / Makati city

IBP Lifetime Member No. 503736 / 12.22.2000 / Pasig City

MCLE Compliance No. V-0026211

UNITED COCONUT PLANTERS BANK
WITNESSES
CLIENT BY:
JOJI S. NORICO
First Vice PresidentANNEX "A" Page 1 of 3
Service Agreement dated _____
COMPREHENSIVE CREDIT SERVICES, INC.

HAPPY P

W
Office

SCOPE OF SERVICES

CREDIT INVESTIGATION

- 1 Personal Data, Residence & Neighborhood Checking (PDRN)
- 2 Business Verification (BVR)
- 3 Employment Checking (EVR)
- 4 Trade Checking (TC)
- 5 Bank Checking
- 6 Court Case Verification
- 7 Car History

SERVICE FEE / TAT

1. NCR	METRO MANILA	RATE / Location (P) (VAT-EX)	TAT
	Pasig, Marikina, San Juan, Mandaluyong, Quezon City, Manila, Makati, Taguig, Pateros, Pasay, Caloocan, Malabon, Navotas, Parañaque, Muntinlupa, Las Piñas	312.50 (Vat - Inc)	4 HRS
2. ILOCOS	ILOCOS NORTE / ILOCOS SUR	2,394.00	2 DAYS
	LA UNION	890.00	1-2 DAYS
	PANGASINAN (Other parts)	890.00	1-2 DAYS
	Agno, Alaminos, Anda, Bani, Bolinao, Burgos, Dasol, Labrador, Mabini & Sual	890.00	1-2 DAYS
3. CAGAYAN VALLEY	TUGUEGARAO	1,891.40	2 DAYS
4.	CAGAYAN	1,940.40	2 DAYS
5.	SANTIAGO, ISABELA	1,940.40	2 DAYS
	QUIRINO, NUEVA VISCAYA	2,154.00	3 DAYS
6. CENTRAL LUZON	BATAAN		
	Balanga, Abucay, Dinalupihan, Hermosa, Orani, Pilar, Samal	1,176.00	1-2 DAYS
	Other parts of Bataan	1,176.00	1-2 DAYS
	AURORA PROVINCE		
	Dingalan, Dipaculao, Maria Aurora & San Luis	2,500.00	2 DAYS
	Baler	3,000.00	2 DAYS
	Casiguran, Dilasag & Dinalungan	2,500.00	2 DAYS
	BULACAN		
	Obando, Marilao, Meycauayan, Sta. Maria, Guiguinto, Bocaue	632.10	1 DAY
	Bulacan Bulacan, Balagtas, Guiguinto	632.10	1 DAY
	Malolos, Pandi, Paombong, Pulilan	632.10	1 DAY
	Baliuag, Bustos, Calumpit, Hagonoy, Plaridel	632.10	1 DAY
	San Rafael, San Ildefonso, Angat	632.10	1 DAY
	San Miguel, Norzagaray, San Jose del Monte	632.10	1 DAY
	NUEVA ECija		
	Cabanatuan	632.10	1-2 DAYS
	San Jose, Carranglan, Gen. M. Natividad, Guimba, Muñoz	632.10	1-2 DAYS
	Others parts of Nueva Ecija	632.10	1-2 DAYS
	PAMPANGA		
	Apalit, Angeles, Masantol, San Fernando, San Simon, Sto. Tomas, Macabebe	632.10	1 DAY
	Other parts of Pampanga	632.10	1 DAY
	TARLAC		
	Tarlac	632.10	1 DAY

COMPREHENSIVE CREDIT SERVICES INC.

SERVICE PROVIDED BY

MIGUEL CARLOS E. ASTILLO
President

UNITED COCONUT PLANTERS BANK

WITNESSES

CLIENT BY

JOUI S. ROMICO
First Vice President

	Gerona, La Paz, Paniqui, Pura & Victoria	632.10	1 DAY
	Anao, Camalig, Mayantoc, Moncada, Ramos & Sta. Ignacia	632.10	1 DAY
	San Clemente & San Miguel	632.10	1 DAY
	ZAMBALES		
	Olongapo, Subic, Castillejos	1,176.00	2 DAYS
	Other parts, Iba, Botolan, Candelaria, Sta. Cruz, Cabanga, Masinloc, Palauig	1,176.00	2 DAYS
7. CALABARZON	CAVITE		
	Bacoor, Imus	500.00	4 HRS
	Cavite City, Kawit, Noveleta, Tanza	500.00	4 HRS
	GMA, Gen. Trias, Carmona, Dasmarinas & Rosario	685.00	4 HRS
	Naic, Trece Martirez, Silang, Amadeo, Indang	685.00	4 HRS
	Ternate, Alfonso, Tagaytay, Magallanes, Maragondon, Mendez-Nuñez	685.00	4 HRS
	LAGUNA		
	San Pedro & Binan	500.00	4 HRS
	Sta. Rosa, Cabuyao	685.00	1 DAY
	Calamba, Los Baños, Bay	890.00	1 DAY
	Victoria, San Pablo, Alaminos, Calauan, Pila, Rizal	890.00	1 DAY
	Mabitac, Magdalena, Majayjay, Paete, Pakil, Pangil	900.00	1 DAY
	Sta. Maria, Sta. Cruz, Liliw, Luisiana, Lumban, Nagcarlan, Paete, Pagsanjan, Siniolan	900.00	1 DAY
	Famy & Other parts of Laguna	900.00	1 DAY
	RIZAL		
	Cainta, Taytay	380.00	4 HRS
	Angono, Binangonan, San Mateo, Antipolo	500.00	1 DAY
	Teresa, Cardona, Morong, Rodriguez	632.10	1 DAY
	Baras, Pililia, Tanay	632.10	1 DAY
	Jala-jala	632.10	1 DAY
	BATANGAS		
	Sto. Tomas, Tanuan	900.00	1 DAY
	Malvar, Lipa, Mataas na Kahoy, Talisay, Balete	900.00	1 DAY
	Cuenca, Laurel, Rosario, San Jose, Tuy	900.00	1 DAY
	Agoncillo, Calaca, Lian, Nasugbu, Taysan, San Juan	900.00	1 DAY
	Lemery, Taal, except Mabini, Lobo, San Luis, Padre Garcia, San Nicolas, Sta. Teresita, Taal, Bauan, Calatagan, Ibaan	1000.00	1 DAY
	Batangas City, Alitagtag	1000.00	1 DAY
	QUEZON PROVINCE		
	Lucena, Candelaria, Infabta, Real, Tiaong	1,234.80	1 DAY
	Atimonan, Mauban, Padre Burgos, Plaridel, Gumaca, Sampaloc & Pagbilao (except Grande Island)	1,323.00	2 DAYS
	Unisan, Pitogo, Macalelon, Catanauan	1,519.00	2 DAYS
	Lopez, San Narciso, Francisco, San Andres, Calauag	1,617.00	2 DAYS
	Tagkawayan	1,617.00	2 DAYS
8. MIMAROPA	OCCIDENTAL MINDORO		
	Mamburao, Looc, Paluan & Santa Cruz	3,479.00	1-2 DAYS
	Other Parts	3,479.00	1-2 DAYS
	ORIENTAL MINDORO		
	Calapan, Baco, Naujan, San Teodoro, Puerto Galera & Victoria	3,430.00	3 DAYS
	Other Parts	3,430.00	3 DAYS

WITNESSES.

COMPREHENSIVE CREDIT SERVICES INC.

SERVICE PROVIDED BY:
MIGUEL CARLOS E. CASTILLO
PresidentUNITED COCONUT PLANTERS BANK
WITNESSES
CLIENT BY:JOEL S. MONICO
First Vice President

JONATHAN SANJOS

REMIOTO VARGAS

	ROMBLON	5,000.00	3 DAYS
	PALAWAN		
	Puerto Princesa	4,000.00	3 DAYS
	El Nido		
	Other areas/ locations negotiable	Negotiable	Negotiable
	9. BICOL		
	ALBAY	2500.00	1-2 DAYS
	Legaspi City	600.00	1-2 DAYS
	Albay, Libon, Ligao, Oas, Polangue,	1,000.00	1-2 DAYS
	Other Parts of Albay (except Island)	1,000.00	1-2 DAYS
	CAMARINES NORTE		
	Daet	1000.00	1-2 DAYS
	Basud, Capalonga, Imelda, Panaganiban, Labo, Mercedes, Paracale, San Vicente, Sta. Elena, Talisay & Vinzons	1,800.00	1-2 DAYS
	CAMARINES SUR		
	Naga City	450.00	1-2 DAYS
	Canaman, Magarao, Milaor	1,800.00	1-2 DAYS
	Minalabac, San Fernando, Bombon, Calabanga, Pili, Baao, Bula, Gainza, Libmanan, Ocampo, Pamplona, Pasacao, Camaligan	1,800.00	4-5 DAYS
	Iriga, Nabua, Sipocot, Tigaon Bato, Buhi, Goa, Lagunoy, San Jose, Tinambac, Sangay, Balatan	1,800.00	4-5 DAYS
	Lupi, Ragay, Del Gallego	1,800.00	4-5 DAYS
	Caramoan, Gatchitoren, Presentation, Siruma and All island areas (Negotiable)	1,800.00	4-5 DAYS
		Negotiable/ Actual Cost	4-5 DAYS
	CATANDUANES		
	San Andres to Virac	4,500.00	4 DAYS
	MASBATE		
	Masbate City	5,000.00	1-2 DAYS
	Outside Masbate (NEGOTIABLE)	NEGOTIABLE/ ACTUAL COST	1-2 DAYS
	SORSOGON		
	Sorsogon City, Donsol, Castilla, & Pilar	1,800.00	1 DAY
	Bulan, Bulusan, Irosin, Magallanes, Matnog, Sta. Magdalena	1,800.00	1 DAY
	Other part of Sorsogon	1,800.00	1 DAY
	8. Western Visayas		
	AKLAN	2,000.00	1 day
	ANTIQUE	1,362.00	4 days
	CAPIZ	1,134.00	4 days
	GUIMARAS	1,134.00	3 days
	ILOILO		
	Ilo-Ilo City (Arevalo, Jaro, La Paz, Molo, Oton, Leganes, San Miguel, Sta. Barbara, Pavia & Zarraga)	1,030.00	1 day
	Other parts of Iloilo (except Balasan, Batad, Carles, Concepcion, Estancia, San Dionisio & Sara)	1,030.00	1 day
	NEGROS OCCIDENTAL		
	Bacolod, Negros Occidental	1,300.00	1 day
	Bago & Silay	1,362.00	1 day
	Cadiz, La Carlota, San Carlos	1,362.00	1 day
	9. Central Visayas		
	CEBU		
	Cebu City, Mandaue, Lapu-Lapu City	446.43	4 hours
	Minglanilla, Naga, Consolacion, Cordova, Liboon & Talisay	1,030.00	1 day

COMPREHENSIVE CREDIT SERVICES INC.

SERVICE PROVIDED BY

MIGUEL CARLOS ECASTILLO

President

UNITED COCONUT PLANTERS BANK

BUSINESSES

CLIENT BY

JOEL S. NARICO

First Vice President

WITNESSES

JONATHAN M. SABLAN

Signature

REMING T. VARGAS

Signature

	Carcar, Compostela		
	Danao, Toledo	1,300.00	1 day
	Alegria, Catmon, Sogod, Borbon & Carmen	1,300.00	1 day
	Daang Bantayan, Ginitilan, Malabuyoc, Medellin, Oslob, Samboan, San Remegio, Santander, Tabogon & Tabuelan	1,300.00	1 day
	Bantayan Island		
	Camotes Island	4,000.00 4,500.00	3 days 3 days
	BOHOL		
	All Cities & Municipalities except Alicia, Anda, Mabini, Talibon, Trinidad, Ubay & the islands	1,140.00	3 days
	Alicia, Anda, Mabini, Talibon, Trinidad, Ubay & the islands	1,140.00	3 days
	NEGROS ORIENTAL		
	Dumaguete, Basis, Amlan, Bacong, Bindoy, Dauin, Manjuyod, Pamplona, Sa Jose, Siaton Other Parts	2,160.00 2,160.00	2 to 3 days 2 to 3 days
	SIQUEJOR	---	---
10. Eastern Visayas	LEYTE		
	Tacloban, Ormoc, Palo, Alangalang, Babatngon, Barugo, Burauen, Capoocan, Carigara, Dagami, Dulag, Jaro, Javier, Julita, Kananga, La Paz, Mac Arthur, Gandara, Jiabong, Motong, Pinabacdao, San Sebastian, Tarangan, Mayorga, Palo, Pastrana, San Miguel, Santa Fe, Tabontabon, Tanauan, Tolosa & Tunga	3,479.00	3-4 days
	Ormoc, Abuyog, Baybay, Mahaplag, Matag-ob, Matuguinao, Santa Margarita,	3,479.00	3-4 days
	Albuera, Bato, Calubian, Hilongos, Hindang, Inopacan, Isabel, Matalom, Merida, Palompon, San Isidro, Tagbango, Leyte & Villalaba	3,479.00	3-4 days
	Southern Leyte	7,000.00	3 Days
	BILIRAN	5,000.00	3 Days
	SAMAR		
	Northern Samar	5,700.00	3 days
	Western Samar, Borongan, San Julian & Sulat	5,700.00	3 days
	Eastern Samar		
	Eastern Samar except, Borongan, San Julian & Sulat,	5,700.00	3 days
	Zamboanga City	2,254.00	1-2 days
	Zamboanga Del Norte	2,548.00	1-2 days
	Zamboanga Del Sur	2,254.00	1-2 days
	Ocular is limited due to non-coverage of insurance because of the high risks involved:	3,000.00	1-2 days
11. Northern Mindanao	MISAMIS ORIENTAL		
	Cagayan De Oro	620.00	4 hrs
	El Salvador, Gitagum, Initao, Laguindingan, Libertad, Lugait, Manticao, Naawan & Opol	980.00	4 hrs
	Gingoog & Other Parts	980.00	2 to 3 days
	MISAMIS OCCIDENTAL		
	Oroqueta Misamis Occidental	3,430.00	2 to 3 days
	Ozamis and Tangub Misamis Occidental	2,940.00	2 to 3 days
	BUKIDNON, Malybalay	970.00	1 day
	CAMIQUIN ISLAND	3,500.00	5 days
12. Davao Region	DAVAO CENTRAL		
	Agdao, Davao City Proper, Buhangin & Matina	550.00	4 hrs
	Other parts of Davao City Negotiable		
	DAVAO DEL NORTE		

WITNESSES

COMPREHENSIVE CREDIT SERVICES INC
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President

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First Vice President

CREDIT INVESTIGATION SERVICE AGREEMENT

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	Panabo & Carmen	637.00	2 days
	Tagum, St. Tomas, Asuncion, New Corella, Mabini & Maco	637.00	2 days
	Other parts of North Davao	637.00	2 days
	DAVAO DEL SUR		
	Sta. Cruz, Digos, Bansalan, Hagonoy, Magsasay, Matanao, Padada, Kiblawan, Malalag, Santa Maria & Sulop	894.00	2 days
	Don Marcelino, Sta. Maria, Jose Abad Santos & Malita	894.00	2 days
	COMPOSTELA VALLEY	882.00	3 days
	DAVAO ORIENTAL		
	Mati, Banay-Banay, Lupon, San Isidro Governor Generoso, Manay, Tarragona Baganga, Boston, Caraga, Cateel	2,400.00 2,400.00 2,400.00	2 days 2 days 2 days
13. Central Mindanao	SOUTH COTABATO (General Santos City/Koronadal)		
	General Santos, Koronadal, Banga, Norala, Polomolok, Surallah, Tampakan, Tantangan, T'Boli & Tupi	1,470.00	3 days
	Alabel, Glan, Kiamba, Maasim, Maitum, Malapatan,	1,914.00	3 days
	NORTH COTABATO (Kidapawan)	1,310.00	3 days
	SULTAN KUDARAT (Isulan)	2,094.00	3 days
	LANAO DEL NORTE (Iligan)	1,080.00	3 days
	LANAO DEL NORTE	3,000.00	3 days
	LANAO DEL SUR (Marawi)	3,500.00	3 days
14. CARAGA	AGUSAN DEL SUR (Prosperidad)	2,156.00	2 to 3 days
	AGUSAN DEL NORTE (Butuan)	1,960.00	2 to 3 days
	SURIGAO DEL SUR (Tandag)	3,500.00	2 to 3 days
	SURIGAO DEL NORTE (Surigao)	2,500.00	2 to 3 days
	Dinagat Island	5,000.00	2 to 3 days

**it is understood by the parties that the rates indicated in this Annex are inclusive of the minimum ten percent (10%) Administrative Fee as mandated under the relevant regulations of the Department of labor and Employment (DOLE)

UNITED COCONUT PLANTERS BANK

WITNESSES
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JOJI S. NORICO
First Vice PresidentJOJI S. NORICO
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COMPREHENSIVE CREDIT SERVICES INC

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MIGUEL CARLOS J. CASTILLO
PRESIDENT

WITNESSES

JONATHAN M. SANTOS
SignatureREMIPIO T. VARGAS
Signature