




# RURAL BANKERS RESEARCH AND DEVELOPMENT FOUNDATION, INC.

2/F RBAP Building, Andres Soriano Jr. Avenue corner Arzobispo St., Intramuros, Manila  
Telephone Nos. 527-2972 • 527-2968 • Telefax Nos. 527-2980 • 527-2969

21 October 2009

**FOR : ALL PARTICIPATING RURAL BANKS**

**FROM :**   
**Tomas S. Gomez, Chairman**

**SUBJECT : CIRCULAR LETTER: FUNDS MANAGEMENT SEMINAR**

Dear Fellow Rural Bankers:

The Rural Bankers Association of the Philippines (RBAP), through the *Rural Bankers' Research and Development Foundation, Inc. (RBRDFI)* is pleased to announce that it will conduct the seminar-workshop described below as part of its continuing strategy to strengthen the rural banking industry:

**Course Title :** Funds Management Seminar  
**Venue :** RBAP Conference, A. Soriano Ave.  
cor. Arzobispo St., Intramuros, Manila  
**Schedule :** December 03-04-29, 2009 (Thursday & Friday )  
**Duration :** 8:30 AM – 5:00 PM, 2 days

Anent, we would like to enjoin rural banks, to send their Chief Financial Officers, Fund and Treasury Managers, Presidents, and Directors to attend the above-mentioned Seminar. Registration fee per participant is **Four Thousand Seven Hundred Pesos only (P4, 700.00)**.

**Early bird registrants** (those who will be able to pay the full amount on or before November 20, 2009) are entitled to a 5% discount from the registration fee or will only pay **PhP4, 465.00**.

Course details are attached for your review.

For your reservations, kindly submit to us not later than **November 27, 2009** the following:

1. A non-refundable commitment fee of ₱2,350.00 per participant (50% of the registration fee). Payments can be remitted to the **Rural Bankers Research and Development Foundation, Inc.** bank account (*Land Bank of the Philippines – Intramuros Branch Savings Account Number 0012-1046-26*). Proof of payment (i.e., deposit slip) should be sent immediately to RBAP via facsimile for verification. Our facsimile number is (02) 527-2980.  
**For check payments, check should be payable to Rural Bankers Research and Development Foundation, Inc.;**
2. Nomination form of the participant(s) duly endorsed by the bank's authority;
3. Filled-up Participant's Profile.

Only those rural banks that have complete requirements will be given reservation. Please be advised that we will be accepting up to thirty (30) participants only. We reserve the right to limit the number of participants to a manageable level. Participants will be accepted on a first-come-first-served basis.

Participants who have paid but fail to show up for the seminar will only be entitled to a rebate of 50% of the total registration fee.

Thank you very much.



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## NOMINATION FORM

<b>Seminar Title:</b>	Funds Management Seminar	<b>Date</b> :	December 03-04, 2009	<b>Time:</b>	8:30 AM to 5:00 PM
<b>Venue:</b>	RBAP Conference Room A. Soriano Ave. cor Arzobispo St., Intramuros, Manila				

*To be completed by the employer/nominating agency/project leader*

1. Employing office institution  
\_\_\_\_\_
2. Postal address of employing office/institution  
\_\_\_\_\_
3. Phone no/s. \_\_\_\_\_
4. Facsimile no/s. \_\_\_\_\_
5. E-mail Address: \_\_\_\_\_
6. Name/s and exact position/s held by nominee/s

<b>Name</b>	<b>Position</b>
1.	
2.	
3.	

\_\_\_\_\_  
Date

Signature Over Printed Name/  
Position/President/Personnel Manager