

30 March 2009

FOR : ALL PARTICIPATING RURAL BANKS

FROM : Atty. Francis S. Ganzon, Chairman

**SUBJECT : *CIRCULAR LETTER*: TREASURY MANAGEMENT SYSTEM
FOR RBs**

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 : Treasury Management System for RBs
Venue : RBAP Conference, A. Soriano Ave.
cor. Arzobispo St., Intramuros, Manila
Schedule : April 28-29, 2009 (Tuesday & Wednesday)
Duration : 8:30 AM – 5:00 PM, 2 days

Anent, we would like to enjoin rural banks, to send their Chief Financial Officers, Presidents, Directors and Managers to attend the above-mentioned Seminar. Registration fee per participant is **Five Thousand Nine Hundred Fifty Pesos only (P5, 950.00)**. Course details are attached for your review.

For your reservations, kindly submit to us not later than **April 24, 2009** the following:

1. A non-refundable commitment fee of P2,975.00 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.

PARTICIPANT'S PROFILE SHEET

SEMINAR ON TREASURY MANAGEMENT SYSTEM FOR RBs
Date: April 28-29 2009 (Tuesday- Wednesday) (8:30AM-5:00PM)
Venue: RBAP Conference Room, A. Soriano Ave. cor. Arzobispo St.,
Intramuros, Manila

PRINTED NAME:

_____ *FirstName* *M.I.* *Surname*

NICKNAME: _____ **BIRTHDAY:** _____

RURAL BANK: _____

RB COMPLETE ADDRESS: _____

RB TEL. NO(S): _____ **RB FAX NO:** _____

E-MAIL ADDRESS: _____ **MOBILE NO** _____

EDUCATIONAL BACKGROUND

	Course/Degree	Institution	Year Graduated
PostGraduate			
College			

WORK EXPERIENCE: (Last 2 including Current Employment)

Company	Inclusive Year(s) of Employment	Position(s) Held

RURAL BANKERS RESEARCH & DEVELOPMENT FOUNDATION, INC.

NOMINATION FORM

Seminar Title:	Treasury Management System for RBs	Date:	April 28-29, 2009	Time:	8:30AM to 5:00PM
Venue:	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

Name	Position
1.	
2.	
3.	

_____ Date

Signature Over Printed Name/
Position/President/Personnel Manager