



Philippine Economic Zone Authority

MEMORANDUM ORDER NO. 2015-007

TO : PEZA-Accredited Customs Broker/Forwarders
Economic Zone Export-Producers and IT Enterprises
PEZA Finance Group and Cashier
PEZA Zone Administrators, Managers, OICs and Collection Officers
PEZA MIS Department Head and Personnel

FROM : Director General LILIA B. DE LIMA *L.B. De Lima*

DATE : May 14, 2015

SUBJECT : Guidelines on Transfer of Funds on PEZA's Pre-Payment Account (PPA) Facilities

It has been observed that numerous requests were received by the Agency on transfer of funds from one account to another due to incorrect VASP used or pre-payment account or type of PPA. These transfers may result to mispostings and errors.

For proper monitoring and accounting of fund, please be advised that starting June 1, 2015, all requests for transfer of funds will not be accommodated.

For proper lodging of payment and easy validation, client should fill out the attached form with the following details when making deposits:

- VASP (Ekonek, Intercommerce Network Services or Apollo Technologies System, Inc.)
- Pre-Payment Account (Export or Import)
- Type of Pre-Payment (One to One or Universal)
- Account Name: (Broker and Locator)

For strict compliance of all concerned.

PEZA - DTS



1419-2015-00113



ADVANCE PAYMENT FORM

PAYOR: _____
DATE: _____

A. PRE-PAYMENT ACCOUNT

- AUTO IP (IMPORT)
 AEDS (EXPORT)

B. VASP

1. EKONEK
 Single (One to One)
Acct Name/Owner _____

- Universal
Acct Name/Owner _____

2. INTERCOMMERCE (INS)
 Single (One to One)
Broker Name: _____
Locator Name: _____

- Universal
Acct Holder: _____

3. APOLLO / CDEC
 Single (One to One)
Broker Name: _____
Locator Name: _____

- Universal
Acct Holder: _____

Requested by:

Signature over Printed Name

For PEZA Personnel

OR No. _____
Amount _____
Txn No. _____