

13 July 2018

ALL TOURISM PROMOTIONS BOARD'S SUPPLIERS AND STAKEHOLDERS

Subject : IMPLEMENTATION OF CHECKLESS MODE OF PAYMENT

Dear Partners:

Pursuant to the DBM Circular Letter 2016-10, the Tourism Promotions Board (TPB) will be implementing checkless mode of payment to all its suppliers and stakeholders effective immediately.

The TPB shall now be directly depositing its payments to applicable accounts. Therefore, to aid us in this development, all concerned suppliers are encouraged to secure a Land Bank of the Philippines (LBP) account as the TPB processes its payments through the same bank. For those who already have LBP accounts, they may just provide this office their existing account numbers. Bank charges for payments to non-LBP accounts shall be shouldered by the payee.

Please find attached the Payment Procedure to serve as guidance on this movement.

Should you have clarifications and concerns, please contact Ms. Divina O. dela Paz of our Cashier Unit at 525-9318 local 213.

Thank you for your anticipated immediate action on this matter.

Very truly yours,



ARNOLD T. GONZALES

Officer-in-Charge

Tourism Promotions Board



## CHECKLESS PAYMENT PROCEDURE

