***Annex A***

**CIRCULAR LETTER TO ALL RURAL BANKS**

**Subject: *2014 Annual Mindanao Credit Conference***

The Confederation of South Central Mindanao Rural Bankers Association will hold the 2014 Annual Mindanao Credit Conference on October 2-3, 2014 at Phela Grande Convention Center, General Santos City.

In this connection, please find here under, the guidelines covering all allowable expenses to be incurred by each participants, as follows:

1. Registration fee for each participant will be as follows:
	1. RBAP members
		1. 1st and 2nd Delegate - PhP 4,000.00
		2. Succeeding Delegates - PhP 3,500.00
2. Actual transportation expenses from the places of Origin to the conference venue/hotel accommodation and in going back;
3. Each delegate is entitled to:
4. A maximum allowance of Three Thousand Pesos (PhP 3,000.00) per day for a period not exceeding five (5) days;
5. A maximum representation allowance of Three Thousand Pesos (PhP 3,000.00)

Interested Rural Banks may send their participants to the said Conference and it is understood that the above mentioned expenses of Confederation of South Central Mindanao Rural Bankers Association may be borne by the rural banks concerned.



**JAN S. CED**

*President*

*Confederation of South Central Mindanao Rural Bankers Association*

**ANNEX B**

**REGISTRATION FORM**

ID No. :\_\_\_\_\_\_\_\_\_\_\_\_\_

RURAL BANK :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PROVINCE :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DELEGATE/S :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ POSITION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ POSITION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ POSITION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ POSITION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ POSITION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Registration Fee: First and Second Delegates – PhP 4,000.00

 Succeeding Delegates –PhP 3,500.00

Total Fee :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of the Delegate/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ANNEX C**

**Confederation of South Central Mindanao Rural Bankers Association**

***2014 Annual Mindanao Credit Conference***

October 2-3, 2014

**HOTEL ACCOMODATION FORM**

Rural Bank: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Province: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name/s: 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: Check-in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Check-out \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hotel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Total Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hotel Options:

|  |  |  |
| --- | --- | --- |
| **HOTEL** | **ROOM TYPE** | **AMOUNT** |
| **Greenleaf Hotel** | Deluxe | 4,500.00 |
| *Inclusive of two (2) free breakfast* | Executive | 5,000.00 |
| **Phela Grande Hotel** | Single Standard  | 1,350.00 |
| *Inclusive of two (2) free breakfast* | Twin-bed Standard | 1,800.00 |
| Family for 3 Standard | 2,200.00 |
| Presidential Suite | 3,300.00 |
| **East Asia Royale Hotel** | Standard - Single Occupancy | 2,600.00 |
| *Inclusive of free buffet breakfast* | Standard -Double Occupancy | 2,800.00 |
| Superior- Single Occupancy | 3,000.00 |
| Superior – Double Occupancy  | 3,200.00 |
| **Roadhaus Hotel/****Manny Pacquiao Hotel** | Standard Twin | 2,240.00 |
| *Inclusive of free buffet breakfast* | Superior  | 2,400.00 |
| Standard Triple (good for 3) | 2,560.00 |
| Pacman Family Suite (good for 4) | 3,200.00 |
| **Driggs Pension House** | Standard | 800.00 |
| *Inclusive of one (1) free breakfast* | Deluxe | 1,000.00 |
| Family | 1,800.00 |
|  |  |  |

\*\*\* Rates quoted are inclusive of 12% VAT.

OR No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_