

## Notice to the DEPOSITORS of the Closed Rural Bank of Santa Fe (Romblon), Inc.

The Rural Bank of Santa Fe (Romblon), Inc. ("Bank"), a single-unit rural bank located at 127 P. Contes St., Brgy. Poblacion, Santa Fe, Romblon, has been prohibited from doing business in the Philippines by the Monetary Board of the Bangko Sentral ng Pilipinas in accordance with Section 30 of Republic Act (R.A.) No. 7653 (New Central Bank Act) per MB Resolution No. 1415.A dated October 21, 2021.

R.A. No. 3591, as amended (PDIC Charter) mandates the PDIC, as Deposit Insurer, to pay all valid deposit accounts and insurance claims up to the maximum deposit insurance coverage of ₱500,000.00.

Depositors may file their deposit insurance claims starting **December 2, 2021**. Processing and settlement of valid claims shall commence upon PDIC's completion of its examination of deposit accounts.

### WHO ARE NOT REQUIRED TO FILE DEPOSIT INSURANCE CLAIMS?

Depositors with valid deposit accounts with balances of ₱100,000.00 and below, provided they:

1. Have no obligations with the Bank, or have not acted as co-maker of these obligations, or are not the spouse of a borrower;
2. Have complete mailing address found in the bank records or have updated their addresses through the Mailing Address Update Form (MAUF) of PDIC; and
3. Have not maintained the account under the name of business entities.

Postal Money Orders (PMOs) will be sent to these depositors at their respective mailing addresses found in the bank records or indicated in the MAUF.

### WHO ARE REQUIRED TO FILE DEPOSIT INSURANCE CLAIMS?

Depositors:

1. With valid deposit accounts with balances of more than ₱100,000.00;
2. With outstanding obligations with the Bank, either as borrower, co-maker, or spouse of borrower;
3. With incomplete mailing address found in the bank records or failed to update them through the MAUF;
4. With accounts under the name of business entities;
5. With accounts not eligible for early payment, regardless of type of account and account balance; and
6. Who are deceased, whose filing of claim is thru the legal heirs.

### WHAT ARE THE BASIC REQUIREMENTS FOR FILING DEPOSIT INSURANCE CLAIMS?

- a. Completely filled out PDIC Claim Form which may be downloaded at [http://www.pdic.gov.ph/files/New\\_PDIC\\_Claim\\_Form.pdf](http://www.pdic.gov.ph/files/New_PDIC_Claim_Form.pdf) or can be accessed through the PDIC website, <http://www.pdic.gov.ph> in the Depositor's Corner under Filing Thru E-Mail. The Claim Form needs to be signed and notarized. Depositor must ensure that the signature on the Claim Form is similar to the signature in the bank records and the valid IDs to be submitted.
- b. ORIGINAL evidence of deposit such as: Savings Passbook and/or Certificate of Time Deposit.
- c. ONE (1) VALID ORIGINAL PHOTO-BEARING IDENTIFICATION DOCUMENT (ID) with signature of depositor (e.g. Driver's License, SSS/GSIS ID, Senior Citizen's ID, Passport, PRC ID, OWWA/OFW ID, Seaman's ID, Alien Certificate of Registration ID, Voter's ID or PhilID).
- d. For depositors below eighteen (18) years old, photocopy of Birth Certificate from the Philippine Statistics Authority (PSA) or duly certified copy issued by the Local Civil Registrar, and valid ID of the parent.
- e. Original copy of a notarized/authenticated Special Power of Attorney of depositor or parent of a minor depositor, if claimant is not the signatory in the bank records. A sample form of the Special Power of Attorney (SPA) may be downloaded from the PDIC website, [http://www.pdic.gov.ph/files/spa\\_claims.pdf](http://www.pdic.gov.ph/files/spa_claims.pdf).

The depositors are further advised that additional documents may be required by PDIC, as necessary, in the course of evaluation and processing of claims.

### HOW TO FILE CLAIMS FOR DEPOSIT INSURANCE?

#### CLAIMS MAY BE FILED THROUGH ANY OF THE FOLLOWING MODES:



#### Online via email at [santafe-pad@pdic.gov.ph](mailto:santafe-pad@pdic.gov.ph)

Scanned copies of a) the accomplished, signed and notarized Claim Form, b) original evidence of deposit (i.e. savings passbook – first page with account name/number and last page with account balance; certificate of time deposit – front and back portion), and c) one valid photo-bearing ID with the depositor's signature should be attached to the e-mail. The scanned copies must be clear and legible.



#### Through Postal Mail or Courier addressed to:

##### Public Assistance Department

Philippine Deposit Insurance Corporation  
3rd Floor, SSS Building, 6782 Ayala Avenue corner V.A. Rufino St., 1226 Makati City

Depositors are advised to send their accomplished, signed and notarized Claim Form, the original Savings Passbook and/or Certificate of Time Deposit and a photocopy of one (1) valid photo-bearing ID with depositor's signature.



**Personal Visit** at the PDIC Public Assistance Center (PAC) located at the 3rd Floor, SSS Bldg., 6782 Ayala Avenue corner V. A. Rufino Street, Makati City, 8:00 AM to 5:00 PM, Monday to Friday, except holidays.

In compliance with health safety protocols and standards, personal filing at the PDIC's PAC shall be on appointment basis. To make an appointment, depositors may call the Public Assistance Hotline at (02) 8841-4141, or at Toll Free number 1-800-1-888-7342 or 1-800-1-888-PDIC, (accessible thru landline and Sun/Smart subscribers), or send an e-mail to [santafe-pad@pdic.gov.ph](mailto:santafe-pad@pdic.gov.ph), or send a private message at PDIC's official Facebook account, [www.facebook.com/OfficialPDIC](http://www.facebook.com/OfficialPDIC).

We highly encourage all depositors to resort to personal filing at the PDIC's PAC only when filing online or via postal mail or courier are not possible or cannot be avoided.

Depositors are advised to bring with them their accomplished and signed Claim Form, and their original Savings Passbook and/or Certificate of Time Deposit, and one (1) valid photo-bearing ID with depositor's signature and a photocopy of this ID.

### WHEN IS THE LAST DAY/DEADLINE TO FILE DEPOSIT INSURANCE CLAIMS?

Depositors who are required to file claims for deposit insurance have until **October 26, 2023 to file their claims**. After October 26, 2023, PDIC, as Deposit Insurer, shall no longer accept any claim for insured deposit maintained with the closed Rural Bank of Santa Fe (Romblon), Inc. pursuant to the provisions of R.A. 3591, as amended.

PDIC, as Deposit Insurer, requires personal data from depositors to be able to process their claims and protects these data in compliance with the Data Privacy Act of 2012.

### IMPORTANT REMINDERS IN FILING CLAIMS

1. For depositors below 18 years old, a parent should sign on the Claim Form. For **By** or **ITF** accounts, the agent as disclosed in the bank records may sign on the Claim Form. For joint accounts: "OR, AND/OR, AND", each depositor in the joint account should accomplish and sign separate Claim Forms.
2. PDIC will not accept claims which are incomplete/lacking in requirements. Other documents may be required by PDIC in the course of processing of claims.
3. The Claim Form, pro-forma affidavits and documents in processing or payment of deposit insurance claims are free of charge.
4. For business entities, deceased depositors and depositors who executed a Special Power of Attorney (SPA), only the authorized representative should sign on the Claim Form.