



PLDT Enterprise eStatement Service Terms and Conditions

The provision for the PLDT Electronic Statement (PLDT eStatement) shall be governed by the following Terms and Conditions:

1. PLDT eStatement is a service that allows a PLDT Corporate subscriber (the "Subscriber") to receive an electronic copy of billing statement in a protected file or any format prescribed by PLDT at its own discretion through the Subscriber's registered e-mail address.
2. By applying to receive a PLDT eStatement, the Subscriber is waiving its right to receive printed bills via courier.
3. Enrollment to the PLDT eStatement service shall be the responsibility of the Subscriber through its authorized representative. The Subscriber may avail of the feature by providing the list of billing account numbers and email address of the accounts that will be enrolled. The list shall be duly signed by the authorized representative and submitted to their assigned PLDT Corporate Revenue Analyst (CRA) or Relationship Manager (RM).
4. PLDT eStatement shall provide an electronic copy/softcopy of the billing statement to the Subscriber's authorized e-mail address once a month following the account's billing cycle every time a new bill becomes available.
5. It is responsibility of the Subscriber to make sure that enrolled email address and billing account numbers are correct and active to ensure that e-mail notifications are delivered accordingly. Option for e-mail address modification can be processed if approved in writing by the Subscriber through its authorized representative and submitted to their assigned Corporate Revenue Analyst (CRA) or Relationship Manager (RM).
6. The Subscriber shall be responsible in ensuring that the computer he uses to access eStatement is free from malicious software which can collect account information and details to be used to perform unauthorized transactions. Subscriber should exercise discretion in accessing his account on public venues, e.g., Internet Cafes, personal laptop on unsecured public WiFi, and the like.
7. The Subscriber shall be responsible in safeguarding his eStatement account.
8. Billing statement sent by PLDT to the Subscriber's e-mail address is a true copy and may be used as proof of billing when necessary.

PLDT Inc.

Ramon Cojuangco Building 7895 Makati Avenue, Legazpi Village, Makati, Manila, Philippines
www.pldtenterprise.com



9. Notwithstanding non-receipt of any billing notice via e-mail (due to any of these possible reasons but not limited to – full inbox, inactive, or closed online mailboxes, ISP-related errors or problems with the Subscriber’s computer, mobile or Internet connection, etc.), it shall be the Subscriber’s responsibility to inform himself of any amount payable and payment due date, through Enterprise Care/hotline 177, PLDT enterprise website, by visiting a PLDT Sales and Service Center or through coordination with their assigned Corporate Revenue Analyst (CRA) and make the necessary settlement on or before due date to ensure continuous service.

10. Enrollment in PLDT eStatement is free of charge and shall remain active and enforced except when PLDT invokes its rights to terminate the PLDT eStatement service for any reason at its sole discretion. Subscriber will be notified of such termination.

I have read and understood the foregoing Terms and Conditions on the PLDT eStatement Service, and I shall strictly comply and abide by these terms and conditions relating to my use of the Services, and any future amendments to these terms.

Conforme:

Print Name and Signature of Authorized Signatory

<Corporate Subscriber’s Name>

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