
INTEROFFICE MEMORANDUM

Reference #: SM-20-04-

TO : ARA
FROM : SALES MANAGEMENT
DATE : March 31, 2020
SUBJECT : Advance Commission Scheme (ECQ)

We would like to seek for your approval please that the new advance commission scheme (subject to withholding tax) for all reservations during ECQ period will be as follows:

Unit type	Reservation Fee	Advance Commission	Payout
Unit	20,000	8,000	PC 6,000 SM 2,000
			Broker 8,000
Parking slot	10,000	4,000	PC 4,000 Broker 4,000


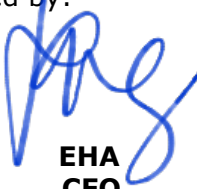
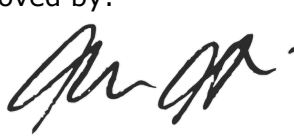
In case of cancellation, excess amount shall be deducted to future commission. To illustrate:

Position	Unit type	Released Adcom	Amount to be deducted
PC	Unit	6,000	2,000
SM	Unit	2,000	1,000

Below is the original advance commission scheme released on October 2017 (SM-17-010-048).

Unit type	Reservation Fee	Advance Commission	Payout
Unit	20,000	5,000	PC 4,000 SM 1,000
			Broker 5,000
Parking slot	10,000	2,500	PC 2,500 Broker 2,500

This memo shall be applicable to all sales channel.

Recommended by:  FCO SVP for Sales	Noted by:  EHA CFO	Approved by:  Alfredo R. Austria President
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