



**DMCI HOMES**

Feels real good to be home

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**INTEROFFICE MEMORANDUM**

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**Reference #: CC-20-03-039**

**TO : ALL CONCERNED**  
**CC : DOCUMENT CONTROLLER, FILE**  
**FROM : CREDIT & COLLECTION**  
**DATE : March 6, 2020**  
**SUBJECT : Application of Payment thru Remittance**

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Attached is our standard remittance payment allocation hierarchy which will be in effect pending "System Auto-Allocation of Payments".

See attached step-by-step diagram as *reference* .

For any clarification please contact the undersigned.

Thank you.

  
**Kristine D. Sanchez**  
*Credit & Collection Supervisor*

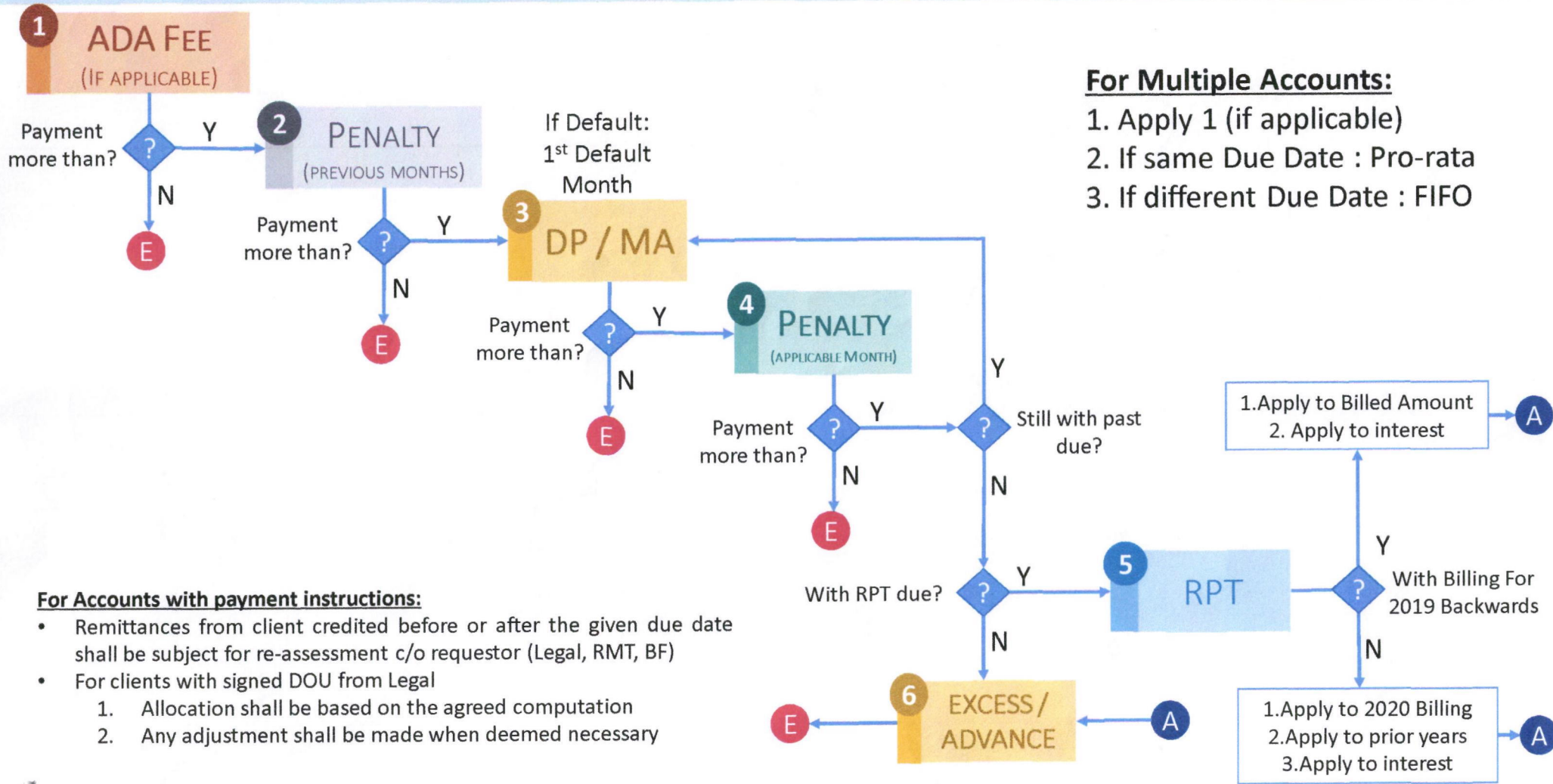
Endorsed by:

  
**Katherine M. Dacula**  
*Senior Credit & Collection Manager*

Approved by:

  
**Evangeline H. Atchioco**  
*Chief Finance Officer*

# REMITTANCE PAYMENT ALLOCATION



## For Multiple Accounts:

1. Apply 1 (if applicable)
2. If same Due Date : Pro-rata
3. If different Due Date : FIFO

### For Accounts with payment instructions:

- Remittances from client credited before or after the given due date shall be subject for re-assessment c/o requestor (Legal, RMT, BF)
- For clients with signed DOU from Legal
  1. Allocation shall be based on the agreed computation
  2. Any adjustment shall be made when deemed necessary

*Handwritten signature and date: 3/2/22*