GUIDELINES IN PAYING THROUGH BDO BILLS PAYMENT-ONLINE

1. Log in to **Personal Online Banking** by going to **www.bdo.com.ph** then select **Online Banking Login > Personal >BDO Online Banking.**

2. Once logged in, go to **Pay Bills and Reload > Bills Payment > Pay Bills.**

3. Tick the box "Pay a Company/Biller that is not yet enrolled". Then select the biller name "**HERMANO (SAN) MIGUEL FEBRES CO**".

Payment Details	
Pay from	⌄ View Balance
Pay this Company/Biller	HERMANO (SAN) MIGUEL FEBRES CO ⌄
	☑ Pay a Company/Biller that is not yet enrolled
Amount	15,000.00
Remarks	Ex. Tuition fee for Semester XXXX
Subscriber Number	123456789
Subscriber Name	Juan Dela Cruz

Submit

IMPORTANT NOTES:

➤ Include in the Total Amount to be paid the **P10 standard fee.**

➤ In the Remarks column, put the **payment purpose or the description of fee to be paid.**

➤ The Subscriber Number is the Reference Number. **STUDENT ID NUMBER** is the only **valid** Reference Number. For applicants, just add add (2) zeros "00" at the beginning of your temporary ID number.

➤ In the Subscriber Name column, put the **name of the student.**

➤ **Student ID Number and Name are MANDATORY FIELDS.** Your payment will be applied based on these references.

4. Input the pertinent Payment details, then click on **Submit.**
   *keep a copy of the reference number for personal reference

✔ You have successfully paid your bills.
   For inquiries, your Reference Number is BP-20210915-250265

Detail Summary

Payment Details

Reference Number	BP-20210915-250265
Pay from	
Pay this Company/Biller	HERMANO (SAN) MIGUEL FEBRES CO
Amount	PHP 15,000.00
Remarks	Ex. Tuition fee for Semester XXXX
Subscriber No.	123456789
Subscriber Name	Juan Dela Cruz

Reminder: Please check your account balance before making another transaction.

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