

April 2022

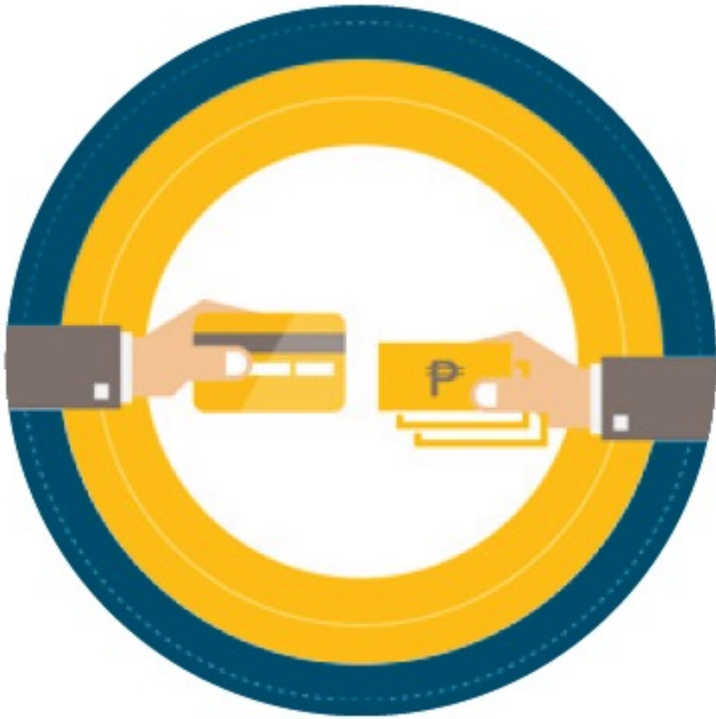
Bills Payment

Quick Guide



Sun Life
Asset Management

Bills Payment



[Here's how](#)



[Here's how](#)



[Here's how](#)



Content Outline

General Guidelines

BDO

BPI

Metrobank

General Guidelines

Biller Name

Add to your peso-denominated Sun Life Prosperity Funds through SLAMCI Bills Payment.

Mutual Fund	Biller Name
Sun Life of Canada Prosperity Philippine Equity Fund	SLAMCI Equity Fund
Sun Life of Canada Prosperity Bond Fund	SLAMCI Bond Fund
Sun Life of Canada Prosperity Balanced Fund	SLAMCI Balanced Fund
Sun Life Prosperity Philippine Stock Index Fund	SLAMCI Index Fund
Sun Life Prosperity GS Fund	SLAMCI GS Fund
Sun Life Prosperity Peso Starter Fund	SLAMCI Peso Starter
Sun Life Prosperity Achiever Fund 2028	SLAMCI Achiever 2028
Sun Life Prosperity Achiever Fund 2038	SLAMCI Achiever 2038
Sun Life Prosperity Achiever Fund 2048	SLAMCI Achiever 2048
Sun Life Prosperity World Equity Index Feeder Fund	SLAMCI World Index

General Guidelines

Subscriber Number or Reference Number

When asked for the subscriber or reference number, simply indicate the sales load prefix before your mutual fund account number.

Sales Load	Sales Load Prefix	Subscriber/ Reference Number
Front-End ¹	FE	FE12345678CF01
Back-End ²	BE	BE12345678CF01
No load ³	<i>none</i>	12345678CF01

¹ Charges to be paid by the investor at the time of investment

² Charges to be paid by the investor at the time of redemption, based on the number of years invested

³ Applicable to the Peso Starter Fund (*formerly Money Market Fund*) only

General Guidelines

Applicable NAVPS/ NAVPU

Bills payment transactions within the bank's cut-off times and against cleared funds are processed using the applicable NAVPS/ NAVPU on the next business day.

Cut-Off	
Over-the-counter (OTC)	Banking hours
Electronic banking channels (EBC)	
BDO	10:00 PM
BPI	10:00 PM
Metrobank	12:00 midnight

General Guidelines

Minimum Investment Amount

BDO	BPI	Metrobank
All peso funds	All peso funds (except SLAMCI Peso Starter)	All peso funds (except SLAMCI Peso Starter)
PHP 1,000	PHP 1,000	PHP 1,000
	SLAMCI Peso Starter	SLAMCI Peso Starter
	PHP 100	PHP 100



Content Outline

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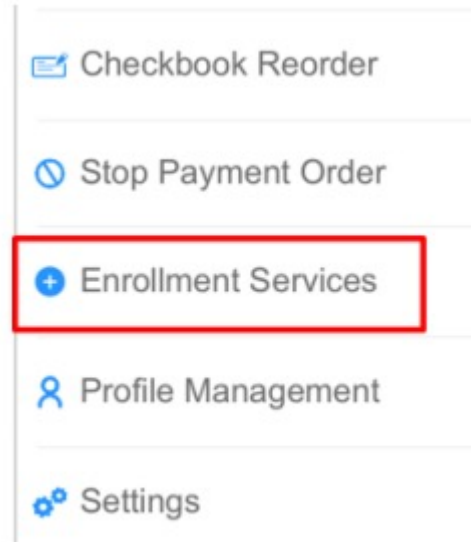
BDO: How to Enroll as Biller

Step 1



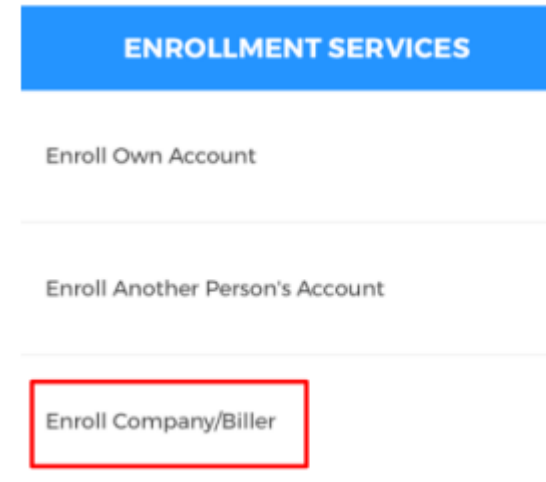
Launch your BDO mobile app and log in.

Step 2



On the menu panel, click (+). Select **Enrollment Services**.

Step 3



Click **Enroll Company/Biller**.

BDO: How to Enroll as Biller

Step 4

ENROLL COMPANY/BILLER

Company/Biller

SLAMCI INDEX FUND

Product Type

Payment Channels

Subscriber Number

FE12345678CF01

Subscriber Name

Juan dela Cruz

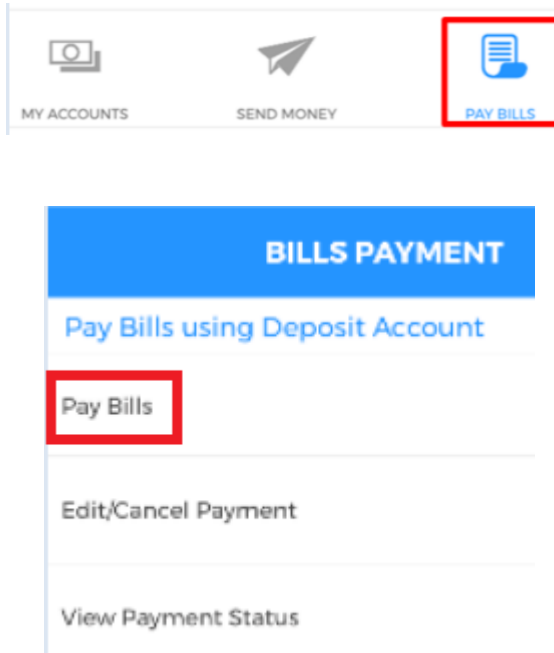
Preferred Nickname

Type preferred nickname here

Input biller details, then submit. Your mutual fund account number will soon reflect on your list of billers.

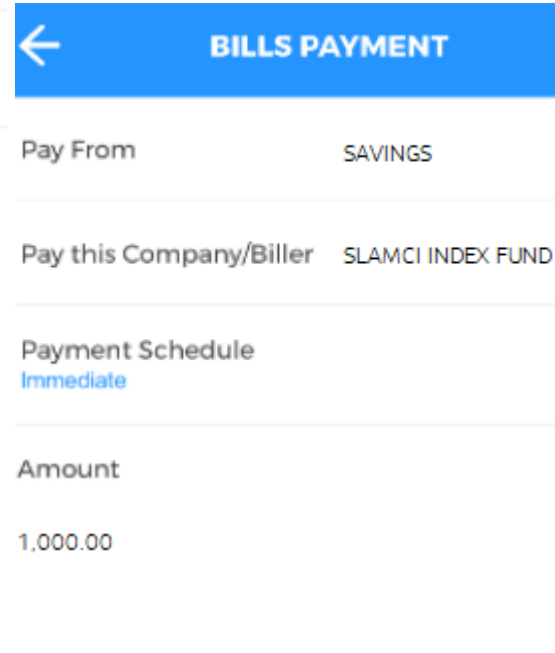
BDO: How to Pay Online

Step 1



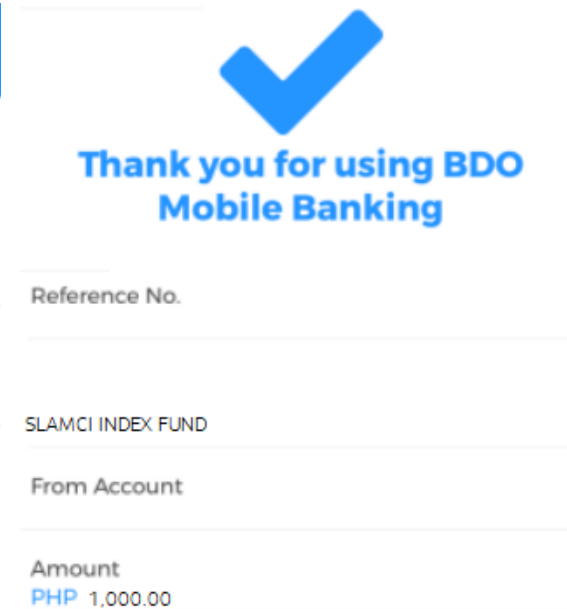
On the menu, click the **Pay Bills icon**, then select **Pay Bills**.

Step 2



Input payment details, then click **Continue**.

Step 3



Await your transaction confirmation. Congratulations on your investment!

BDO: How to Pay OTC

BDO Cash Transaction Slip

Currency Peso US Dollar Others Date **June 10, 2020**

Deposits Current Savings Time Deposit/Placement For Account with Deposit Reference Facility

Bills Payment

Cash Card Sale Reload

Payment Loan Trade

Machine Validation

This serves as your receipt when machine validated.

Use separate slip(s) for each type of transaction.

Denomination	Pieces	Amount
1,000	1	1,000
20	2	40
Total Amount		1,040

VG32018

For cash payments, fill out the Cash Transaction Slip and hand your payment to the teller.

BDO: How to Pay OTC

Institution Code

Institution Code	Billor Name
542	SLAMCI Equity Fund
541	SLAMCI Bond Fund
537	SLAMCI Balanced Fund
540	SLAMCI Index Fund
538	SLAMCI GS Fund
539	SLAMCI Peso Starter
813	SLAMCI Achiever 2028
814	SLAMCI Achiever 2038
815	SLAMCI Achiever 2048
1083	SLAMCI World Index



Content Outline

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BPI: How to Enroll as Biller

Step 1

Login to your account

Username

Password

Login

Log in to BPI Online.
<https://online.bpi.com.ph/portalserver/onlinebanking/sign-in>

Step 2

- Payments/Load
- Investments
- Account Maintenance

Other Services

Cards

Card Control

Recipients

Manage Recipients

Go to **Other Services**,
Manage Recipients.

Step 3

+ Add New Recipient

View All ▾

Enroll Recipients Step 1 of 3 - Fill in the details

Recipient

Select type of recipient

✓ Select type of recipient

Billers

Other Person's Accounts

Click **Add New Recipient**,
and select **Billers** in the
dropdown.

BPI: How to Enroll as Biller

Step 4

Enroll Recipients Step 1 of 3 - Fill in the de

Recipient

Billers

Biller

SLAMCI INDEX FUND | SLMCIX

Reference Number

FE12345678CF01

Next

Select biller and input reference number, then click **Next**.

Step 5

Enroll Recipients Step 2 of 3 -

Are these details correct?

Recipient:

Billers

Biller:

SLAMCI INDEX FUND | SLMCIX

Reference Number:

FE12345678CF01

Confirm

Review enrollment details, and click **Confirm**.

Step 6



One-Time PIN

To proceed, a 6-digit code will be sent via SMS.

Is this your number?

[Not your phone?](#)

Yes, send me the code

Cancel

Click **Yes, send me the code**.

BPI: How to Enroll as Biller

Step 7

One-Time PIN

Enter the 6-digit code sent to

Resend code via SMS

Cancel Submit

Step 8

Enroll Recipients Step 3 of 3 - Enrollment

✓ **Enrollment was successful!**

Confirmation Date & Time:
Confirmation Number:

Recipient:
Billers

Biller:
SLAMCI INDEX FUND | SLMCIX

Reference Number:
FE12345678CF01

Encode the OTP, and click **Submit**.

Your mutual fund account number will soon reflect on your list of billers.

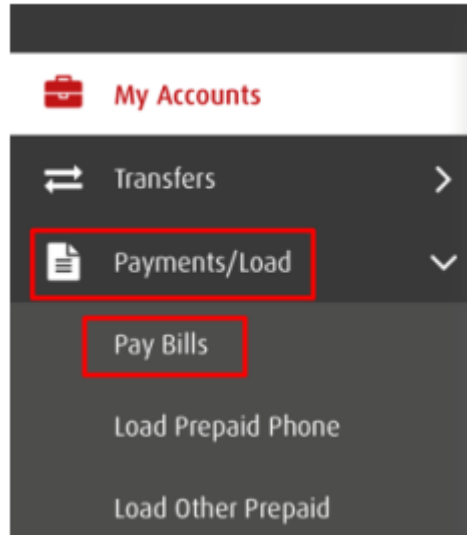
BPI: How to Pay Online

Step 1



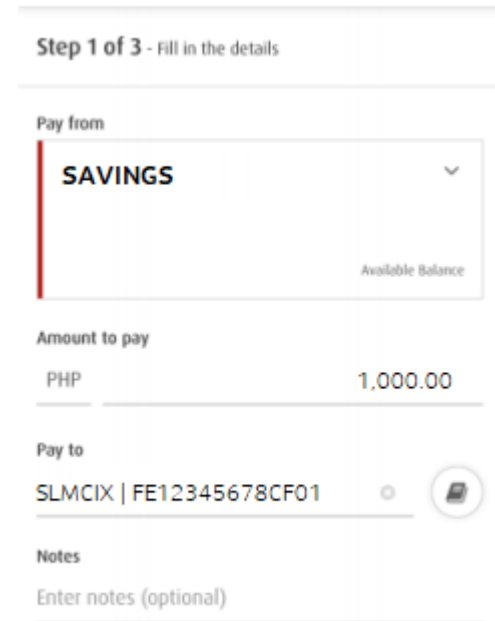
Launch your BPI mobile app, and log in.

Step 2



Click this icon ☰, **Payments/ Load**, then **Pay Bills**.

Step 3



Input payment details, then click **Next**.

BPI: How to Pay Online

Step 4

Step 2 of 3 - Review details

Are these details correct?

Pay from: SAVINGS


↓ PHP 1,000.00

Pay to:
SLMCIX | FE12345678CF01

Confirm

Review transaction details, then click **Confirm**.

Step 5



One-Time PIN

To proceed, a 6-digit code will be sent via SMS.


Is this your number?

Not your phone?

Yes, send me the code

Click **Yes, send me the code**.

Step 6



One-Time PIN

Enter the 6-digit code sent to

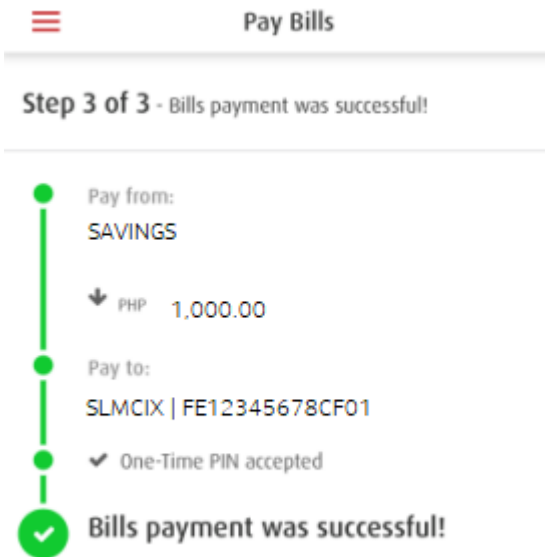
Resend code via SMS

Cancel **Submit**

Encode the OTP, and click **Submit**.

BPI: How to Pay Online

Step 7

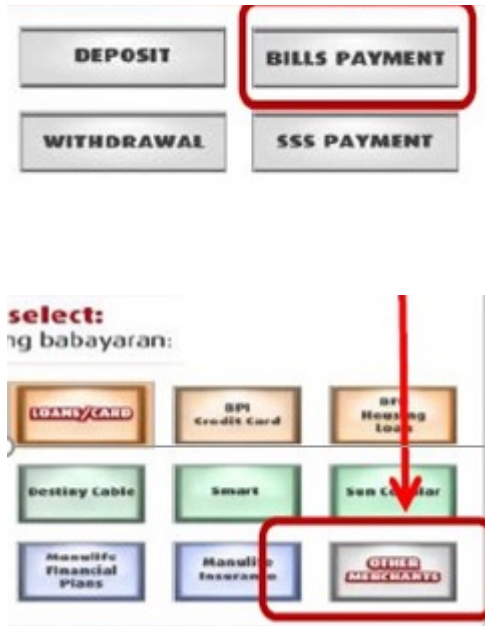


The screenshot shows the 'Pay Bills' screen in the BPI mobile app. At the top, there is a hamburger menu icon and the text 'Pay Bills'. Below this, a horizontal line separates the header from the main content. The main content displays 'Step 3 of 3 - Bills payment was successful!'. A vertical progress indicator on the left consists of four green circles connected by a line. The first three circles are partially filled, while the fourth is completely filled with a white checkmark. To the right of the progress indicator, the following text is displayed: 'Pay from: SAVINGS', '↓ PHP 1,000.00', 'Pay to: SLMCIX | FE12345678CF01', and '✓ One-Time PIN accepted'. At the bottom, a large green checkmark icon is followed by the text 'Bills payment was successful!'.

Await your transaction confirmation.
Congratulations on your investment!

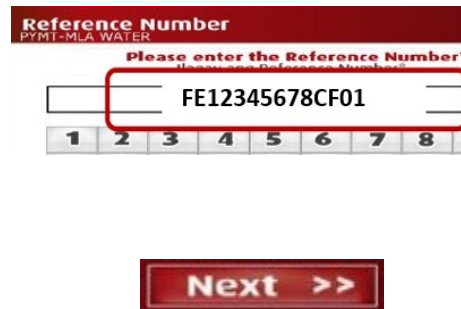
BPI: How to Pay OTC

Step 1



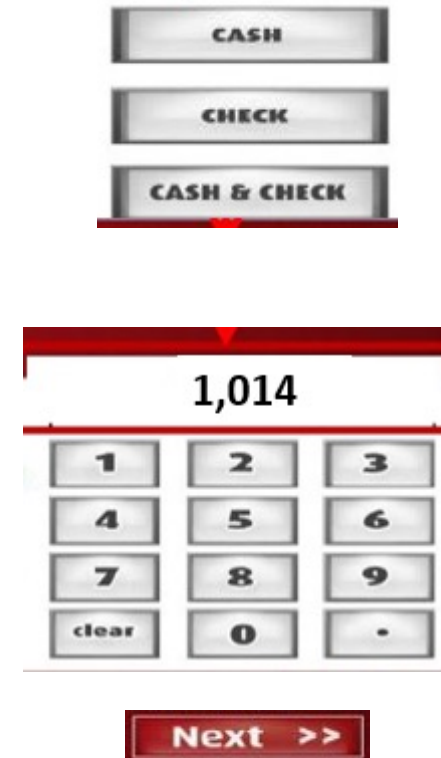
Proceed to the BPI Express Assist (BEA) machine. Select **Bills Payment**, then **Other Merchants**.

Step 2



Input your reference number. **Click Next.**

Step 3



Indicate payment method and amount to be paid, then click **Next.**

BPI: How to Pay OTC

Step 4

Transaction Details Confirmation

Please confirm transaction details below:
I-confirm kung tama ang detalye ng transaction:

Type of Transaction	PAYMENT
Reference Number	FE12345678CF01
Cash Amount	PHP 1,014.00
Check Amount	
Subscriber/Cardholder/Planholder	

Next >>

Confirm transaction details, then click **Next**. Once your number is called, hand payment to teller.



Content Outline

General Guidelines

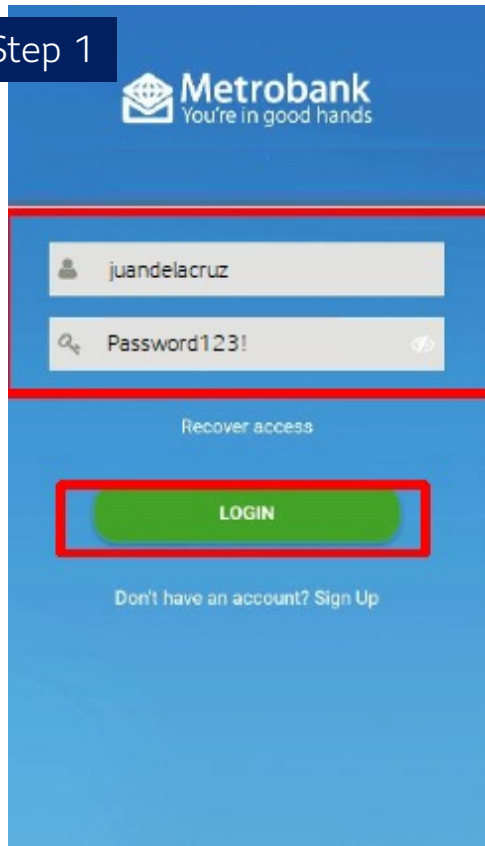
BDO

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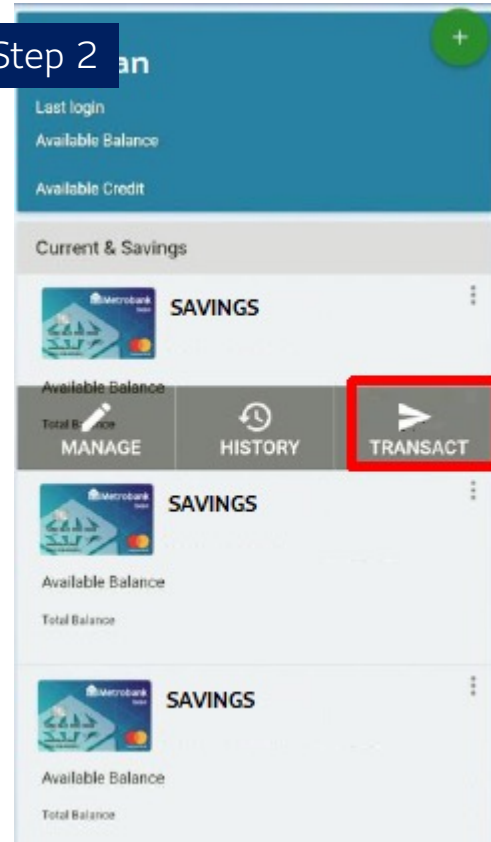
Metrobank: How to Pay Online

Step 1



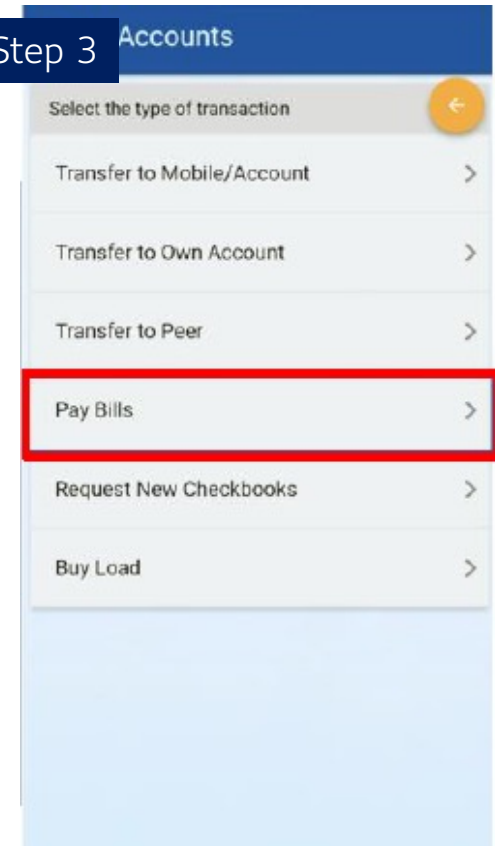
Launch your Metrobank mobile app, and log in.

Step 2



Select source account, and click **Transact**.

Step 3



Select **Pay Bills**.

Metrobank: How to Pay Online

Step 4 Accounts

Please select the biller for pay bills.

Enrolled Billers

SLAMCI INDEX FUND

Search for the biller.

Step 5 Accounts

Fill-up payment details

Payment Details

Source Account SAVINGS

Bill SLAMCI INDEX FUND

Subscriber Number FE12345678CF01

Amount (PHP) 1,000.00

Transaction Date * 01/01/2020

NEXT

Input payment details.

Step 6 Accounts

Please ensure all information is correct.

Payment Schedule Confirm

Source Account SAVINGS

Bill SLAMCI INDEX FUND

Subscriber Number FE12345678CF01

Amount 1,000.00

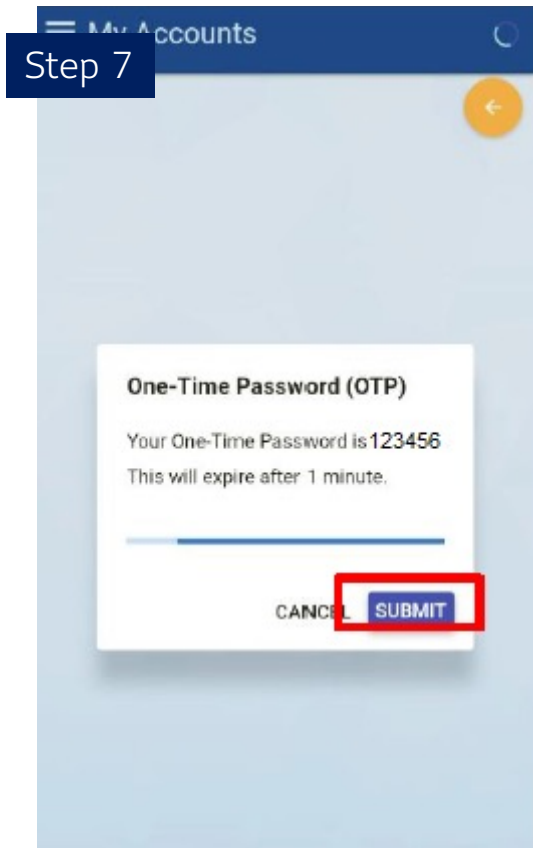
Repeat monthly?

Remarks

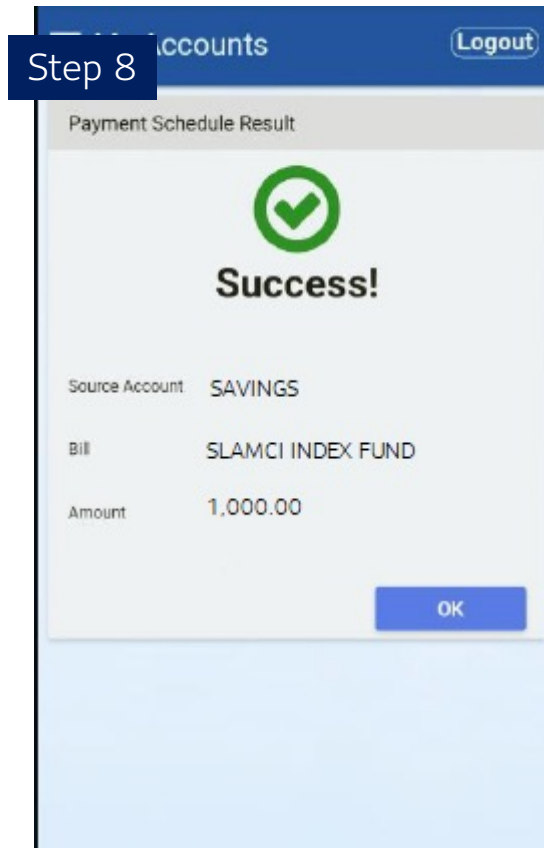
SUBMIT

Review enrollment details, and click **Submit**.

Metrobank: How to Pay Online



Encode the OTP, and click **Submit**.



Await your transaction confirmation. Congratulations on your investment!

Connect with us.

For transaction clarification, verification, and other account-related concerns, please get in touch with us through the following:

(02) 8-849-9888

sunlink@sunlife.com

www.sunlifefunds.com



Sun Life
Asset Management