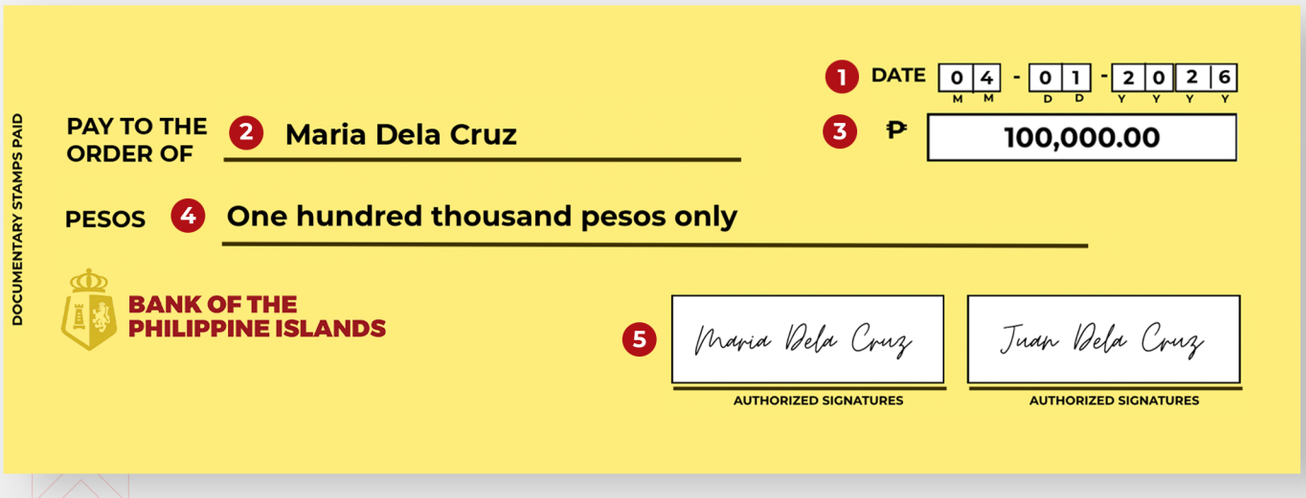
ISSUING OR RECEIVING A CHECK?

In line with the 2025 check design requirements.*
Please ensure all checks follow the correct format:



1 DATE OF ISSUE

- ✓ **Should follow the MM-DD-YYYY format**

DATE 04 - 01 - 2026 (MM DD YYYY)

DATE 04 - 01 - 2026 (MM DD YYYY)

DATE 04 - 01 - 2026 (MM DD YYYY)

- ✗ **Other formats will be rejected**

2 PAYEE NAME

- ✓ **Can be written in traditional manner**

PAY TO THE ORDER OF Maria Dela Cruz

- ✓ **With or without asterisk(*) or dash (-) before and after**

PAY TO THE ORDER OF ***Maria Dela Cruz***

- ✗ **Payee Name with "and/or CASH" will be rejected**

PAY TO THE ORDER OF Maria Dela Cruz or CASH

3 AMOUNT IN FIGURES

- ✓ **Can be written in the following formats:**

₱ 100,000.

₱ 100,000.00

₱ ***100,000.00***

₱ 100,000—

- ✗ **No commas in the amount will be rejected**

₱ 100000

4 AMOUNT IN WORDS

- ✓ **Can be written in traditional manner**

One-Hundred Thousand Pesos

- ✓ **With or without symbols** (e.g. asterisk * or dash -) before and after

One Hundred Thousand Pesos

- ✓ **With or without the word "only"**

One-Hundred Thousand Pesos Only

- ✓ **Centavos may be expressed in words or as fraction** (e.g. 35/100)

One Hundred Thousand and 35/100

5 SIGNATURE

- ✓ **It can go beyond the provided boxes**

Maria Dela Cruz | Juan Dela Cruz
AUTHORIZED SIGNATURES | AUTHORIZED SIGNATURES

- ✓ **Two or more signatures may share one signature box**

Maria Dela Cruz
Juan Dela Cruz
AUTHORIZED SIGNATURES | AUTHORIZED SIGNATURES