



16 December 2020

Securities and Exchange Commission  
PICC Complex, Roxas Boulevard, Pasay City

**Attention: DIRECTOR VICENTE GRACIANO P. FELIZMENIO, JR.**  
Director, Markets & Securities Regulation Department

**DIRECTOR RACHEL ESTHER J. GUMTANG-REMALANTE**  
Director, Corporate Governance & Finance Department

The Philippine Stock Exchange, Inc.  
6/F PSE Tower  
5<sup>th</sup> Avenue corner 28<sup>th</sup> Street  
Bonifacio Global City, Taguig City

**Attention: MS. JANET A. ENCARNACION**  
Head, Disclosure Department

Philippine Dealing and Exchange Corporation  
29/F BDO Equitable Tower  
8751 Paseo de Roxas, Makati City

**Attention: ATTY. MARIE ROSE M. MAGALLEN-LIRIO**  
Head, Issuer Compliance & Disclosure Department (ICDD)


Gentlemen:

Please be informed that the Board of Directors (Board) of the Bank of the Philippine Islands (BPI), pursuant to the provisions of its By-laws, approved the holding of the Annual Stockholders' Meeting of BPI for the year 2021 on 22 April 2021 at 9:00 o'clock in the morning. The Board also approved that all nominations to the Board of Directors of BPI for the year 2021 must be received and acknowledged by the Office of the Corporate Secretary of BPI not later than end of business hours of 05 March 2021.

Also, we would like to inform you that only stockholders of record as of 05 March 2021 will be entitled to notice and to vote at said meeting. Submission of proxy forms to the Office of the Corporate Secretary should not be later than 12 April 2021. Further, pursuant to Articles XII of the Amended By-Laws of BPI, the Stock and Transfer Book of BPI will be closed 30 days immediately preceding the stockholders' meeting or starting 23 March 2021 to 21 April 2021.

Thank you.

Very truly yours,

  
**Angela Pilar B. Maramag**  
Corporate Secretary