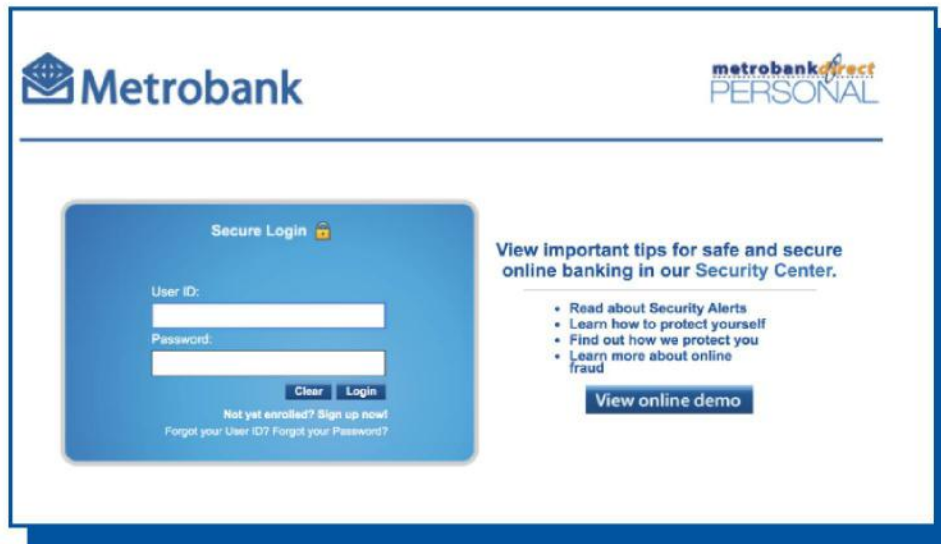


# **Metrobank enrolment and how to give via online giving**

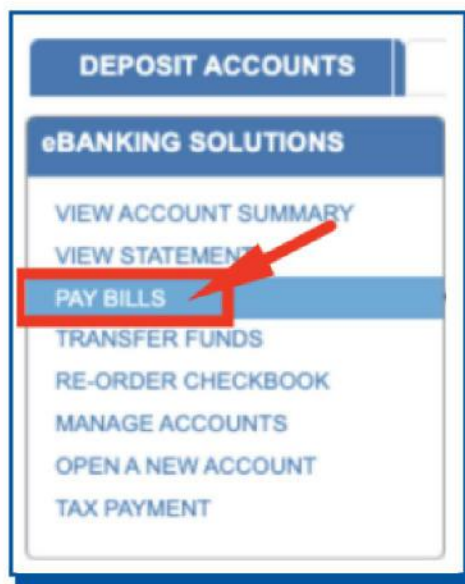


- 1 Log on to [personal.metrobankdirect.com](https://personal.metrobankdirect.com).



The screenshot shows the Metrobank Secure Login page. On the left, there is a blue box titled "Secure Login" with a lock icon. It contains two input fields: "User ID:" and "Password:". Below these fields are "Clear" and "Login" buttons. At the bottom of the box, it says "Not yet enrolled? Sign up now!" and "Forgot your User ID? Forgot your Password?". To the right of the login box, there is a link to "View important tips for safe and secure online banking in our Security Center." Below this link is a list of three items: "Read about Security Alerts", "Learn how to protect yourself", and "Find out how we protect you". At the bottom of this list is a "View online demo" button.

- 2 Under the eBanking Solutions menu, select **Pay Bills**.



The screenshot shows the Metrobank eBanking Solutions menu. The menu is titled "eBANKING SOLUTIONS" and is located under the "DEPOSIT ACCOUNTS" header. The menu items are: "VIEW ACCOUNT SUMMARY", "VIEW STATEMENT", "PAY BILLS", "TRANSFER FUNDS", "RE-ORDER CHECKBOOK", "MANAGE ACCOUNTS", "OPEN A NEW ACCOUNT", and "TAX PAYMENT". The "PAY BILLS" option is highlighted with a red box and a red arrow pointing to it.

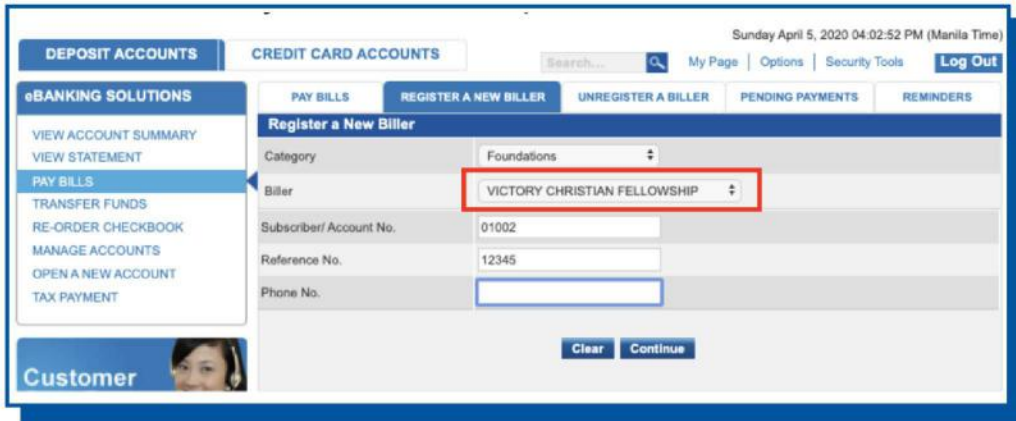
### 3 Select Register as a New Biller.

The screenshot shows the Metrobank website interface. At the top, there is a banner for 'No Card, No Problem!' and a 'metrobankdirect PERSONAL' logo. Below the banner, there are navigation tabs for 'DEPOSIT ACCOUNTS' and 'CREDIT CARD ACCOUNTS'. A search bar and 'Log Out' button are also visible. The main menu includes 'PAY BILLS', 'REGISTER A NEW BILLER' (circled in red), 'UNREGISTER A BILLER', 'PENDING PAYMENTS', and 'REMINDERS'. The 'REGISTER A NEW BILLER' section is active, showing a 'Select a Bill to Pay' dropdown, a table of registered billers (empty), a 'Special Biller' section with 'Category' and 'Biller' dropdowns, a 'Select Account to Debit' table, an 'Enter Amount' section, and a 'Select Payment Type' section with 'Immediate' and 'Scheduled' radio buttons. A 'Remarks' field and 'Clear'/'Continue' buttons are at the bottom.

### 4 For category, select Foundations.

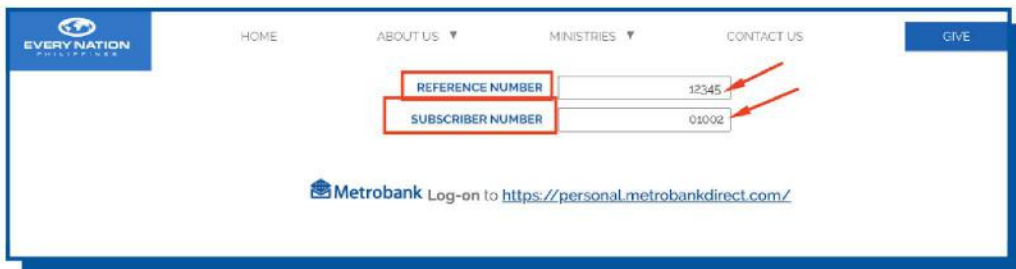
The screenshot shows the 'Register a New Biller' form on the Metrobank website. The 'Category' dropdown is highlighted with a red box and contains the text 'Foundations'. The 'Biller' dropdown contains 'VICTORY CHRISTIAN FELLOWSHIP'. Other fields include 'Subscriber/ Account No.' (01002), 'Reference No.' (12345), and 'Phone No.' (empty). 'Clear' and 'Continue' buttons are at the bottom.

**5** For Biller, select **Victory Christian Fellowship**.

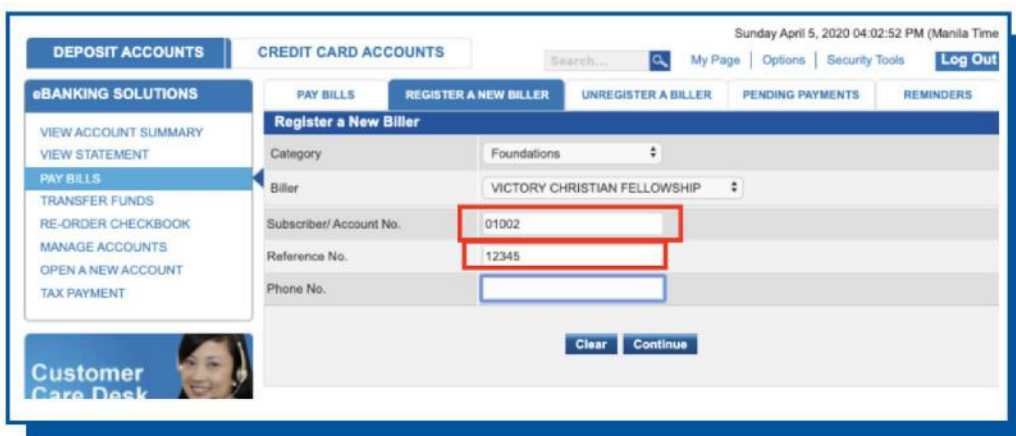


The screenshot shows the Metrobank 'Register a New Biller' form. The 'Biller' dropdown menu is highlighted with a red box and contains the text 'VICTORY CHRISTIAN FELLOWSHIP'. Other fields include 'Category' (Foundations), 'Subscriber/ Account No.' (01002), and 'Reference No.' (12345). The form has 'Clear' and 'Continue' buttons at the bottom.

**6** Enter your **Subscriber Number** and **Reference Number** provided to you upon registration on the giving site. A copy of this is also sent to your registered email. Click **Continue**.

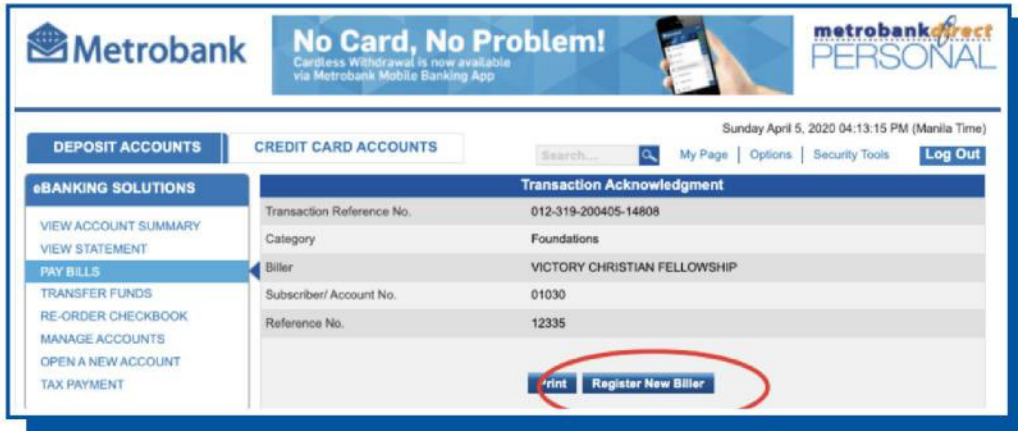


The screenshot shows the 'EVERY NATION PHILIPPINES' giving site. Two input fields are highlighted with red boxes: 'REFERENCE NUMBER' with the value '12345' and 'SUBSCRIBER NUMBER' with the value '01002'. Red arrows point to the 'Continue' button. The Metrobank logo and a log-on link are visible at the bottom.



The screenshot shows the Metrobank 'Register a New Biller' form. The 'Subscriber/ Account No.' field is highlighted with a red box and contains the value '01002'. The 'Reference No.' field is also highlighted with a red box and contains the value '12345'. The 'Biller' dropdown menu is set to 'VICTORY CHRISTIAN FELLOWSHIP'. The form has 'Clear' and 'Continue' buttons at the bottom.

- 7 If all information is correct in the Transaction Acknowledgement, click **Register New Biller**.



The screenshot displays the Metrobank eBanking interface. At the top, there is a banner for 'No Card, No Problem!' with the Metrobank logo and 'metrobankdirect PERSONAL'. Below the banner, the user is logged in as 'Sunday April 5, 2020 04:13:15 PM (Manila Time)'. The main navigation includes 'DEPOSIT ACCOUNTS', 'CREDIT CARD ACCOUNTS', a search bar, and links for 'My Page', 'Options', 'Security Tools', and 'Log Out'. The left sidebar lists 'eBANKING SOLUTIONS' such as 'VIEW ACCOUNT SUMMARY', 'VIEW STATEMENT', 'PAY BILLS', 'TRANSFER FUNDS', 'RE-ORDER CHECKBOOK', 'MANAGE ACCOUNTS', 'OPEN A NEW ACCOUNT', and 'TAX PAYMENT'. The main content area shows a 'Transaction Acknowledgment' table with the following details:

Transaction Acknowledgment	
Transaction Reference No.	012-319-200405-14808
Category	Foundations
Biller	VICTORY CHRISTIAN FELLOWSHIP
Subscriber/ Account No.	01030
Reference No.	12335

At the bottom of the table, there are two buttons: 'Print' and 'Register New Biller'. The 'Register New Biller' button is circled in red.



# How to start Giving via Online Banking

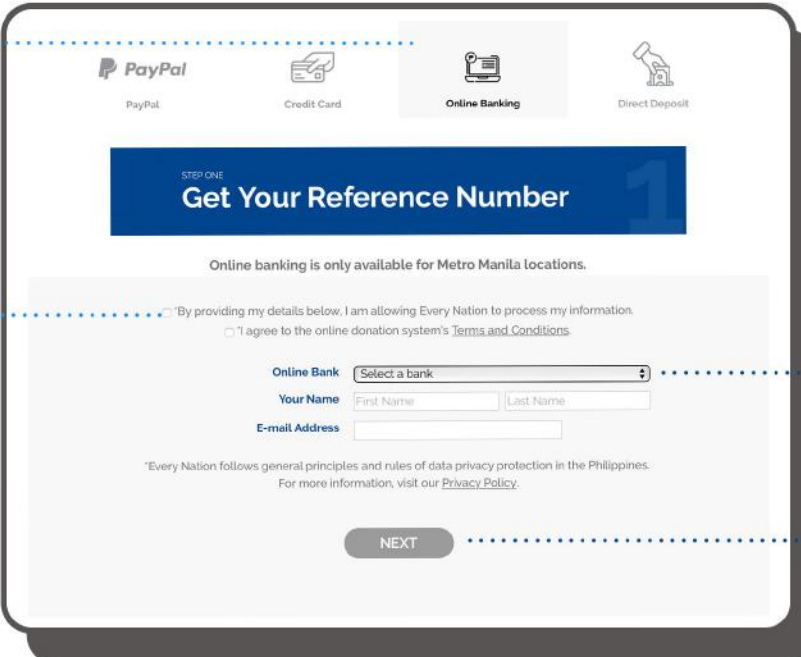
- Set-up Victory as a biller
- One-time setup

**1**    
 ✓ Go to [victory.org.ph/give](http://victory.org.ph/give).

**2**    
 ✓ Choose a location.

**3**    
 ✓ Choose your type of giving.

**4** ✓ Select Online Banking



**a.** Tick the boxes in order to allow Victory to process your information and agree to the Terms and Conditions.

**b.** Choose your bank (BPI, Metrobank, or Unionbank).

**c.** Click Next to get your personalized reference number/s.

**5** ✓ Log on to your online bank account. Enroll Victory as a biller. Please see below for the biller name in each bank.

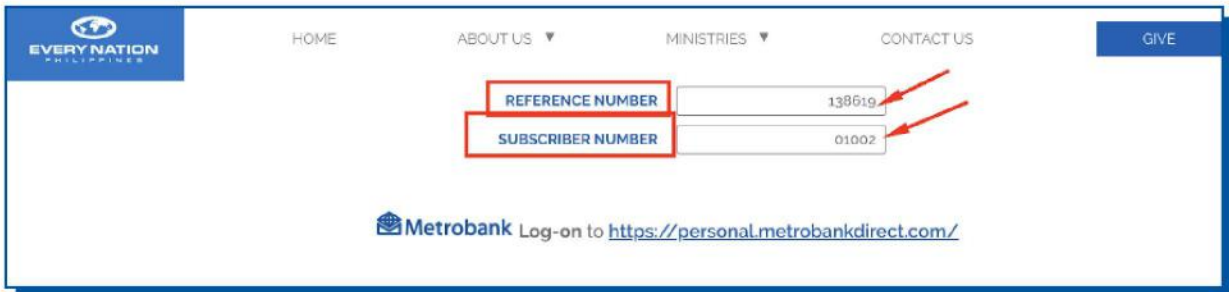
**6** ✓ Enter the reference number/s.

**7** ✓ Enter the amount and proceed with the next steps of your bank's online transfer mode.

	VCTRY	REFERENCE NUMBER <input type="text"/> ADDITIONAL REFERENCE NUMBER <input type="text"/>
<b>UNIONBANK</b>	VICTORY CHRISTIAN FELLOWSHIP OF THE PHILIPPINES INC.	PARTNER REFERENCE NUMBER <input type="text"/>
	VICTORY CHRISTIAN FELLOWSHIP	REFERENCE NUMBER <input type="text"/> SUBSCRIBER NUMBER <input type="text"/>

# For New Metrobank Online Givers:

- 8 You will be given a reference number (uniquely yours) and a subscriber number (a standard series of numbers that depends on the type of giving and location).



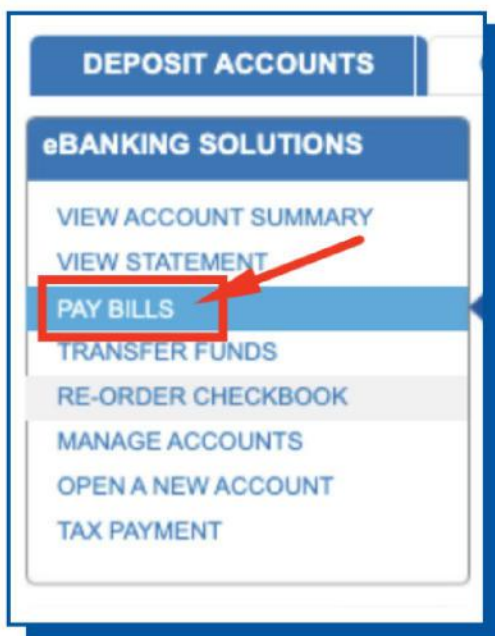
The screenshot shows the Metrobank website interface. At the top, there is a navigation bar with links for HOME, ABOUT US, MINISTRIES, CONTACT US, and a GIVE button. Below the navigation bar, there are two input fields: 'REFERENCE NUMBER' with the value '138619' and 'SUBSCRIBER NUMBER' with the value '01002'. Red boxes highlight these fields, and red arrows point to the values. At the bottom of the screenshot, there is a Metrobank logo and a log-on link: <https://personal.metrobankdirect.com/>.

Here are 2 options for giving.

## OPTION 1.

Doing this allows you to give anytime **without having to enter your Subscriber Number and Reference Number.**

- A Select Pay Bills.



The screenshot shows a dropdown menu on the Metrobank website. The menu is titled 'eBANKING SOLUTIONS' and contains several options: VIEW ACCOUNT SUMMARY, VIEW STATEMENT, PAY BILLS, TRANSFER FUNDS, RE-ORDER CHECKBOOK, MANAGE ACCOUNTS, OPEN A NEW ACCOUNT, and TAX PAYMENT. The 'PAY BILLS' option is highlighted with a blue background and a red box, and a red arrow points to it.

# For New Metrobank Online Givers:



**B** Under Service Provider, select **Victory Christian Fellowship**.

Select a Bill to Pay					
Choose from list of registered billers below.					
Service Provider	Field1	Field2	Field3	Field4	
<input checked="" type="radio"/> VICTORY CHRISTIAN FELLOWSHIP	Subscriber/ Account No. / 01030	Reference No. / 49347			
<input type="radio"/> VICTORY CHRISTIAN FELLOWSHIP	Subscriber/ Account No. / 01030	Reference No. / 49347			

**C** Choose the **account** to debit from.

Select Account to Debit		
Account Number	Account Type	Balance
<input checked="" type="radio"/> [REDACTED]	PHP ET Savings	[REDACTED]
<input type="radio"/> [REDACTED]		

**D** Enter the **amount**.

Enter Amount	
PHP	<input checked="" type="text" value="1,000.00"/> * (e. 1234.00)
Select Payment Type	

**E** Select **Immediate** as your Payment Type. Click **Continue**.

Select Payment Type	
<input checked="" type="radio"/> Immediate	<input type="radio"/> Scheduled
Remarks	<input type="text"/>



# For New Metrobank Online Givers:



**F**

**Review** your transaction details and enter the **OTP** (One-Time PIN) sent to your mobile number. Click **Confirm**.

**Metrobank** No Card, No Problem! Cardless Withdrawal is now available via Metrobank Mobile Banking App

**metrobankdirect PERSONAL**

Sunday April 5, 2020 04:55:33 PM (Manila Time)

DEPOSIT ACCOUNTS CREDIT CARD ACCOUNTS Search... My Page Options Security Tools Log Out

**eBANKING SOLUTIONS**

- VIEW ACCOUNT SUMMARY
- VIEW STATEMENT
- PAY BILLS
- TRANSFER FUNDS
- RE-ORDER CHECKBOOK
- MANAGE ACCOUNTS
- OPEN A NEW ACCOUNT
- TAX PAYMENT

**Transaction Confirmation**

You have initiated the following bill payment. Please carefully review the details of your transaction, then click the Confirm button to proceed.

Billor	VICTORY CHRISTIAN FELLOWSHIP
Subscriber/ Account No.	01030
Reference No.	49347
Debiting Account	XXXXXXXXXX
Amount	PHP 1,000.00
Remarks	
Payment Type	Immediate

For security measure, please enter One Time Password sent to your mobile number.

Back Confirm

**Customer Care Desk**

**Phone**

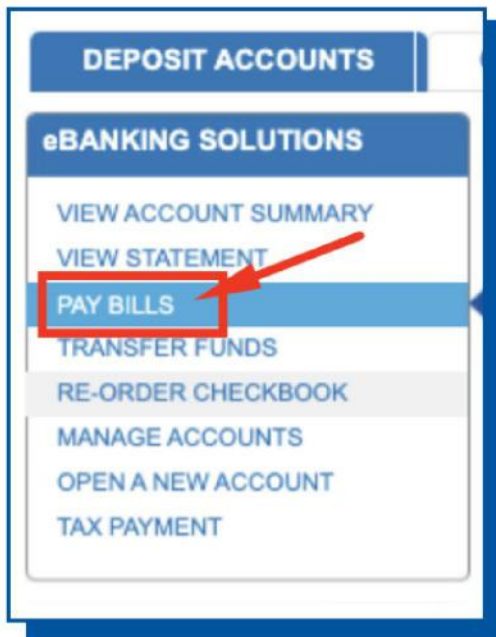
24/7 Customer Hotline:  
(02) 88-700-700

# For New Metrobank Online Givers:

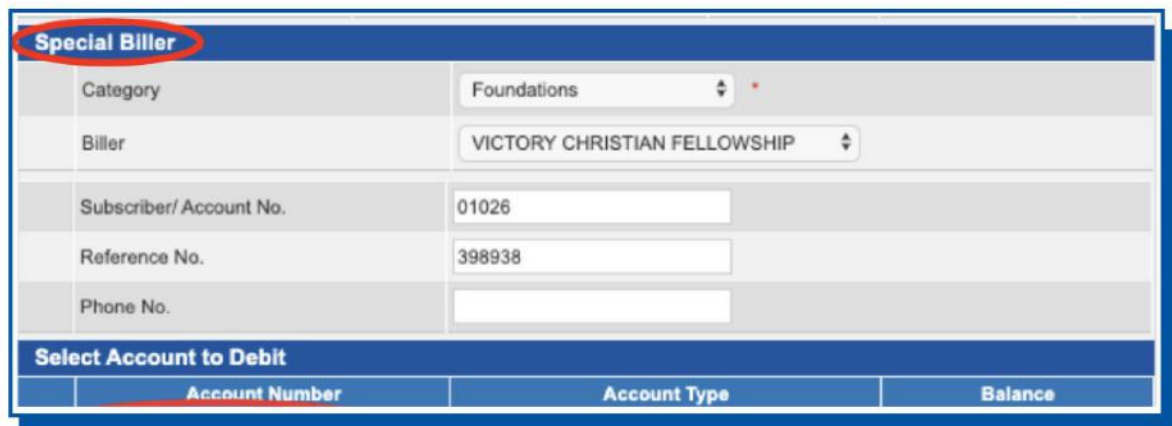
## OPTION 2.

Give anytime **without registering** Victory as a biller. You will need your Subscriber Number and Reference Number **each time** you give.

### A Select Pay Bills.



### B Go to Special Biller.



The screenshot shows the 'Special Biller' form in the Metrobank online banking interface. The 'Special Biller' title is circled in red. The form contains the following fields:

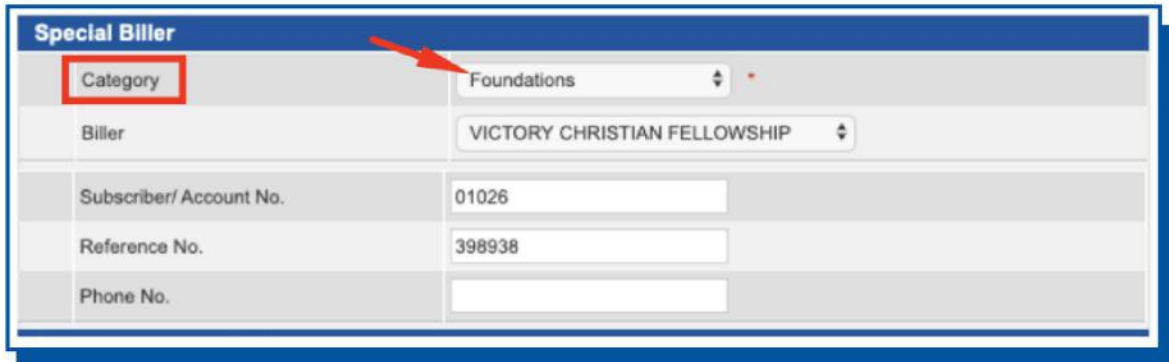
Category	Foundations
Biller	VICTORY CHRISTIAN FELLOWSHIP
Subscriber/ Account No.	01026
Reference No.	398938
Phone No.	

Below the form is a section titled 'Select Account to Debit' with a table:

Account Number	Account Type	Balance
----------------	--------------	---------

# For New Metrobank Online Givers:

**C** For Category, select **Foundations**.



Special Biller	
Category	Foundations
Billor	VICTORY CHRISTIAN FELLOWSHIP
Subscriber/ Account No.	01026
Reference No.	398938
Phone No.	

**D** For Biller, select **Victory Christian Fellowship**.



Special Biller	
Category	Foundations
Biller	VICTORY CHRISTIAN FELLOWSHIP
Subscriber/ Account No.	01026
Reference No.	398938
Phone No.	

**E** Enter your **Subscriber Number** and **Reference Number**.



Special Biller	
Category	Foundations
Biller	VICTORY CHRISTIAN FELLOWSHIP
Subscriber/ Account No.	01026
Reference No.	398938
Phone No.	

# For New Metrobank Online Givers:



**F** Choose the **account** to debit from.

Select Account to Debit		
Account Number	Account Type	Balance
[Redacted]	PHP ET Savings	[Redacted]


**G** Enter the **amount**.

Enter Amount	
PHP	<input type="text" value="1,000.00"/> * (₱ 1234.00)


**H** Select **Immediate** as your Payment Type. Click **Continue**.

Select Payment Type	
<input checked="" type="radio"/> Immediate	<input type="radio"/> Scheduled
Remarks	

**I** **Review** your transaction details and enter the **OTP** sent to your mobile number. Click **Confirm**.



**No Card, No Problem!**  
Cardless Withdrawal is now available via Metrobank Mobile Banking App




Sunday April 5, 2020 04:55:33 PM (Manila Time)

DEPOSIT ACCOUNTS | CREDIT CARD ACCOUNTS | Search... | My Page | Options | Security Tools | Log Out

eBANKING SOLUTIONS	Transaction Confirmation														
VIEW ACCOUNT SUMMARY VIEW STATEMENT PAY BILLS TRANSFER FUNDS RE-ORDER CHECKBOOK MANAGE ACCOUNTS OPEN A NEW ACCOUNT TAX PAYMENT	<p>You have initiated the following bill payment. Please carefully review the details of your transaction, then click the Confirm button to proceed.</p> <table border="1"><tr><td>Billor</td><td>VICTORY CHRISTIAN FELLOWSHIP</td></tr><tr><td>Subscriber/ Account No.</td><td>01030</td></tr><tr><td>Reference No.</td><td>49347</td></tr><tr><td>Debiting Account</td><td>[Redacted]</td></tr><tr><td>Amount</td><td>PHP 1,000.00</td></tr><tr><td>Remarks</td><td></td></tr><tr><td>Payment Type</td><td>Immediate</td></tr></table> <p>For security measure, please enter One Time Password sent to your mobile number. <input type="text"/></p> <p><a href="#">Back</a> <a href="#">Confirm</a></p>	Billor	VICTORY CHRISTIAN FELLOWSHIP	Subscriber/ Account No.	01030	Reference No.	49347	Debiting Account	[Redacted]	Amount	PHP 1,000.00	Remarks		Payment Type	Immediate
Billor	VICTORY CHRISTIAN FELLOWSHIP														
Subscriber/ Account No.	01030														
Reference No.	49347														
Debiting Account	[Redacted]														
Amount	PHP 1,000.00														
Remarks															
Payment Type	Immediate														

**Customer Care Desk**



**Phone**  
24/7 Customer Hotline:  
(02) 88-700-700  
1-877-888-8888 (Toll-Free)