

CHECK IMAGE CLEARING SYSTEM (CICS)

Faster. Smarter. More Secure.

ATTENTION CHECK ISSUERS:

Starting July 1, 2025, checks with improper format will **NOT** be accepted for clearing.

Manager's Checks/Cashier's Checks: Grace period until July 31, 2025

PROPER CHECK FORMATTING

DATE OF ISSUE

- ✓ MM-DD-YYYY or variants
 - ✓ 07-02-2025
 - ✓ 7-02-2025
 - ✓ 07-2-2025
- ✗ Other formats will be rejected

AMOUNT IN FIGURES

- ✓ 10,000.00
- ✗ 10,000.
- ✗ ₱10,000.00 *Please do not write the ₱ sign*
- ✗ 10,000-
- ✗ *** 10,000.00 ***

SIGNATURE

- ✓ May go beyond the provided boxes
- ✓ 2 or more signatures may share one signature box

POST-DATED CHECKS

- ✓ Must be warehoused and stamped before July 1, 2025

AMOUNT IN WORDS

- ✓ Can be written in traditional manner
 - ✓ Symbols Before and After
 - ✓ Asterisk (*) or Dash (-)
 - ✓ Centavos expressed as a fraction (e.g. 35/100)
 - ✓ Inclusion of the word "only"

PAYEE NAME

- Can be written in traditional manner
 - ✓ Asterisk (*)
 - ✓ Dash (-)
 - ✗ Named Payee and/or Cash (e.g. Juan dela Cruz or Cash)



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PHILIPPINE CLEARING
HOUSE CORPORATION