



University of the Philippines
Institute for Small-Scale Industries

1st International Conference on Entrepreneurship and SME Development (ICESMED 2023)

PAYMENT OPTIONS (For International Presenters/Non-Presenters)

Through Wire Transfer

(The remittance should be the total amount to be paid, less the charges. The UP Diliman account is in Philippine Peso.)

Account Name: UNIVERSITY OF THE PHILIPPINES DILIMAN TRUST FUND

Account Number: 3072-1007-18

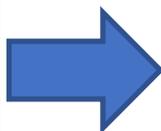
Swift Code: TLBPPHMMXXX

Account Address: UPD Cash Office, PNB Building, G. Apacible St. corner P. Valenzuela Street, UP Campus, Diliman, Quezon City

*Please note that the validated deposit slip and/or transaction/confirmation slip would serve as the proof of payment. Per COA rules (Section 41, Chapter 5 of Government Accounting and Auditing Manual), Official Receipt will not be issued for this type of collection wherein the UPD Cash Office did not directly receive the money.

Through Cash Payment on the Day of the Conference** (28 November 2023)

Proceed to the registration area and sign the attendance sheet. For those who registered online, present the confirmation email sent by the UPISSI Conference Secretariat.



Pay the registration fee and get the original official receipt from the Collecting Officer at the registration desk.

**Only cash payments in Philippine peso will be received. Check payments will not be accepted.

PAYMENT OPTIONS
(For Local Presenters/Non-Presenters)

**Through the University of the Philippines Diliman Cash Office
(Over-the-Counter/Direct Payment)**

Trust Fund Number: 9774-332-499-439

Unit: UP ISSI

Program: 1st International Conference on Entrepreneurship and SME
Development (ICESMED 2023)

Conference Duration: 28-29 November 2023

Through the LandBank Link.Biz Portal*

Transaction Type: Seminar/ Training/ Conference Fee

Amount: PhP 1,000.00 (Sample only. Registration fee is based on
participant category (e.g. presenter, non-presenter))

Payor: Name of Presenter/Non-Presenter

Account Code: 9774-332-499-439

Unit/ College: UP ISSI

Email Address: Email Address of Presenter Participant

Contact Number: Mobile Number of Participant

SOA/ Billing Number: UPISSI-2023-ICESMED-1,000 (Amount depends
on the participant category. E.g. presenter/non-presenter)

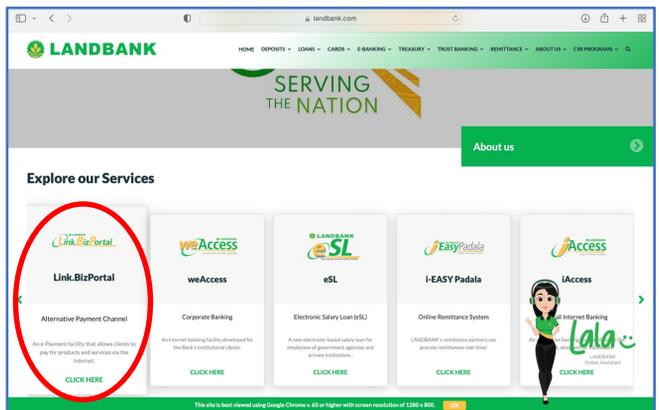
Period Covered: 28-29 November 2023

*Please note that the validated deposit slip and/or transaction/
confirmation slip would serve as the proof of payment. Per COA rules
(Section 41, Chapter 5 of Government Accounting and Auditing
Manual), Official Receipt will not be issued for this type of collection
wherein the UPD Cash Office did not directly receive the money.
Attached is the payment instructions.

Payment through the LandBank Link.Biz Portal

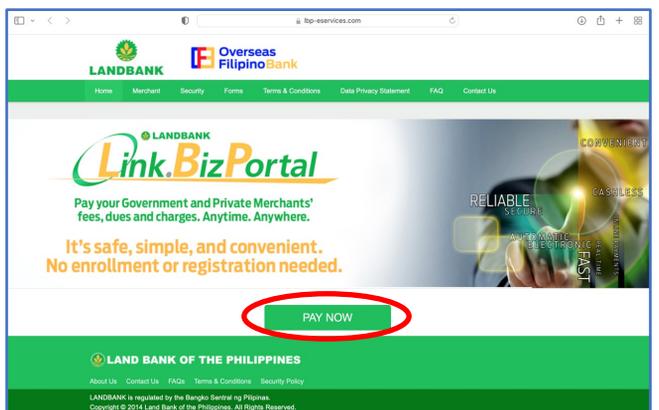
STEP 1

Go to the website <https://www.landbank.com> and click **Link.BizPortal**



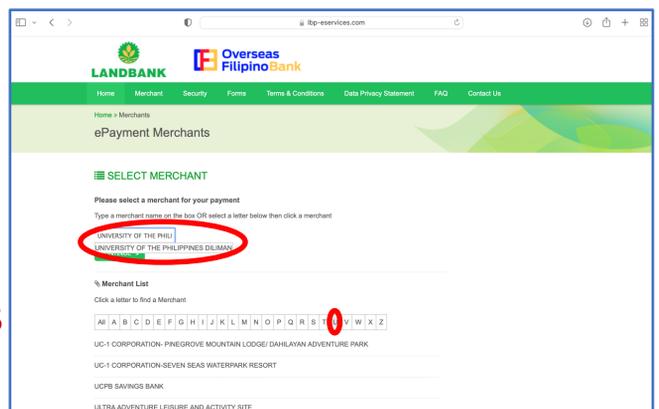
STEP 2

Click the “PAY NOW” button



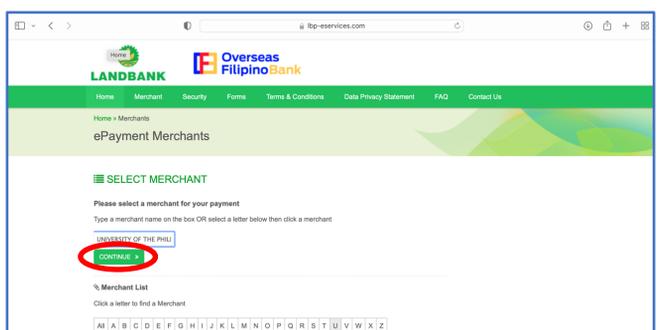
STEP 3

Select Merchant. Type **UNIVERSITY OF THE PHILIPPINES DILIMAN** on the search field or click “U” on the Merchant’s List and select **UNIVERSITY OF THE PHILIPPINES DILIMAN**.



STEP 4

Click “CONTINUE” button



STEP 5

Fill-out the transaction form.
Input CAPTCHA Code.



UNIVERSITY OF THE PHILIPPINES DILIMAN

Transaction Type*	SEMINAR/ TRAINING/CONFERENCE FEE
Payment Option*	SELECT PREFERRED PAYMENT GATEWAY
Amount*	AMOUNT OF REGISTRATION FEE (Depends on category. E.g., presenter, non-presenter, etc.)
Payor*	NAME OF PRESENTER/NON-PRESENTER
Account Code*	9774-332-499-439
Unit/ College*	UP ISSI
Email Address*	EMAIL ADDRESS OF PRESENTER/NON-PRESENTER
Contact Number*	CONTACT/MOBILE NUMBER OF PRESENTER/NON-PRESENTER
SOA/ Billing Number	UPISSI-2023-ICESMED-1,000
Period Covered	28-29 November 2023

Legend: * are required fields



STEP 6

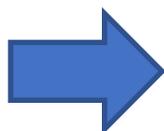
Review Transaction Details and Payment Summary.

STEP 7

Print/take a screenshot of the Payment Confirmation Receipt which will serve as your Official Receipt and email to issi.research@up.edu.ph

Through Cash Payment on the Day of the Conference
(28 November 2023)**

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