

# HOW TO OPEN COL ACCOUNT

Here are the steps to take in opening an account with [COL Financial](#):

		COL STARTER	COL PLUS	COL PREMIUM
<b>Account Features</b>	Minimum Portfolio Balance*	5,000	25,000	1,000,000
<b>Trading Features</b>	Java Charts	End of Day	Live	Live
	Market Data	Refresh	Streaming	Streaming
	Price Ticker	Call Out	Embedded	Embedded
<b>Research</b>	Economic Indicators	✓	✓	✓
	Strategy Reports	✓	✓	✓
	Investment Guide	✓	✓	✓
	Morning Notes	✓	✓	✓
	Company Updates/Reports & Snapshots	✓	✓	✓
	Weekly Bullseye	✓	✓	✓
	Technical Guide	✓	✓	✓
	Tech Spotlight	✓	✓	✓
<b>Account Support</b>	Customer Support	✓	✓	✓
<b>Investment Facility</b>	Easy Investment Program (EIP) Facility	✓	✓	✓
<b>Value-Added Services</b>	Margin Facility (subject to requirements)		✓	✓
	Broker Information		✓	✓
	Expanded 6-Pack		✓	✓
	Relationship Manager			✓

**Step 1.** Determine which kind of account you would like to open:

[COL Starter](#), [COL Starter Plus](#) or [COL Premium](#)

COL Starter

- is an entry-level account suitable for long-term investing which requires a minimum investment of only Php5,000.00.

COL Starter Plus

- is for active traders and requires a minimum investment of Php25,000.00.

COL Premium

- is for the premier investor and requires a minimum investment of Php1M.

**Step 2.** Either fill out COL's Online Application [HERE](#) or Download, print and fill out the required forms [HERE](#).

IMPORTANT NOTE: You need to have a TIN. To apply for one, please click [HERE](#).

**Step 3.** Attach a photocopy of a valid:

A. Philippine ID (e.g. Passport, SSS, Driver's license, Voter's ID) (Important note: Photo and Signature on the ID should be clear)

B. Billing Statement (e.g. Credit Card bill, Utility bill, Bank Statement).

- The Billing Statement could be under the name of parents, siblings or spouse as long as the Surname is the same as the applicant's.

- For OFWs who don't have any Billing Statement, a copy of Employment Contract showing the current address would suffice.

- All other documents to show proof of address in the absence of Billing Statement are subject to approval.

**IMPORTANT NOTE:** Name, Address and Date should be present in the statement. It must be recent, no later than 3 months past.

**Additional Documentary Requirements:**

For Resident Foreign Citizens: Alien Certificate of Registration or Work Permit from DOLE

For Non-Resident Foreign Citizens: Authentication of a photocopy of Passport Proof of Income

**Step 4.** Submit in person or mail (courier) all the documents to:

COL Financial Group, Inc.  
2403-B, East Tower, Philippine Stock Exchange Center,  
Exchange Road, Pasig City 1605 Philippines

Or you may also have the forms picked up by COL's messenger if you are within the metro. Simply make a request by calling their hotline (02)651-5888.

**Step 5.** Wait for confirmation/approval from COL via email.

(Waiting period could be from 3-6 days from the time the application was received. Please check your Spam folder if you have not received the email within this period, or follow it up with the head office by calling up their hotline (02)651-5888 or emailing [helpdesk@colfinancial.com](mailto:helpdesk@colfinancial.com)).

You will be given a COL Financial account number via EMAIL which number you will then use in funding your account.

**Step 6.** Once approved, you may start funding your account via the options listed below.

**IMPORTANT NOTE:** For personal appearance, you may deposit your initial investment directly with the Business Center Cashier upon submission of your application.

A. Online Banking (Online Bills Payment).

BPI – [www.bpiexpressonline.com](http://www.bpiexpressonline.com)  
BDO – [www.mybdo.com.ph](http://www.mybdo.com.ph)  
Metrobank – [www.metrobank.com.ph](http://www.metrobank.com.ph)

B. Over-the-counter Bills Payment BPI, BDO or Metrobank branches

C. Business Center Cashier COL Financial Group, Inc. 2403-B, East Tower, Philippine Stock Exchange Center, Exchange Road, Pasig City 1605 Philippines.

\* CHECKS should be payable to COL Financial Group, Inc.

#### D. Overseas Remittance



**COL FINANCIAL**  
PHILIPPINES

Tel No. +63 (02) 6-515-888 or +63 (02) 6-333-777  
Fax: +63 (02) 6363512  
Email: [helpdesk@colfinancial.com](mailto:helpdesk@colfinancial.com)

### OVERSEAS REMITTANCE INSTRUCTIONS

Overseas remittance is a wire transfer from your foreign remitting bank/center to our local bank. Charges and transaction days vary per remitting bank/center. You may print this instruction out to present to your remitting bank/center as it contains all of the information they need for the transaction.

**Bank Name: Banco de Oro**  
Address: Ortigas Exchange Branch  
G/F East Tower Philippine Stock Exchange Centre, Exchange Road  
Ortigas Center, Pasig City, Philippines  
Swift code: BNORPHMM  
Account Number: 343-016190-2  
In favor of: COL Financial Group, Inc.  
(formerly CitisecOnline.com Inc.)  
Address: 2401B East Tower PSE Centre, East Tower, Exchange Road,  
Ortigas Center, Pasig City, Philippines  
For further credit to: [Indicate your name, COL Account No. and Address]

**IMPORTANT NOTE: Kindly email us your receipt at [remit@colfinancial.com](mailto:remit@colfinancial.com) for credit.**

**IMPORTANT NOTE:** It is IMPORTANT to indicate the COL FINANCIAL ACCOUNT HOLDER'S NAME and COL ACCOUNT NUMBER when making payments to ensure proper and timely credit to your account.

**Step 7.** Once your account has been funded, your log in details (COL username and password) will be sent to you within 24-48 hours via email. (By experience, the waiting period for the log in details is 3-5 business days).

**Step 8.** Once you have received your log-in details, please wait another 24 hours before your funds become available for you to start buying stocks (as recommended by [Bro. Bo Sanchez](#) in his Stocks Update).