



Development Bank of the Philippines

NOTICE TO PROCEED

August 17, 2023

HOTEL LUCKY CHINATOWN
21 Reina Regente St. Brgy. 293, Binondo
Manila

**Subject : 2023 DBP – Corporate Banking II Department Performance
Assessment and Planning Conference (August 18 – 19, 2023)**

Attention: MR. CHARLTON CASTELLTORT

Dear Mr. Castelltort,

The attached Group Event Sales Agreement having been approved, notice is hereby given to Whitewoods Convention and Leisure Hotel for the Lease of Venue for the 2023 DBP – Public Sector Department Performance Assessment and Planning Conference on November 30 – December 1, 2023.

Thus, you shall be responsible for providing the required facilities, venue, food, beverages and other related amenities under the terms and conditions of the Agreement.

Please acknowledge receipt and acceptance of this notice by affixing your signature on the space provided below. Keep one copy and return the other to the Development Bank of the Philippines.

Thank you.

Sincerely,

SIGNED

Head, Corporate Banking Group
Development Bank of the Philippines
Date: August 17, 2023

ACKNOWLEDGEMENT:

SIGNED

CHARLTON CASTELLTORT
Reservations Officer
Hotel Lucky Chinatown
Date: August 17, 2023