



DEVELOPMENT BANK OF THE PHILIPPINES

Head Office: Sen. Gil J. Puyat Avenue corner  
Makati Avenue, Makati City, Philippines



## NOTICE TO PROCEED

Date: August 18, 2025

**HOTEL MARCELINA, INC.**

Mayor Vitaliano Agan Ave. Cor Gov. Camins Zamboanga City

Attention: **MS. CHERRY MAE RODRIGUEZ**  
Officer-in-Charge

Dear Ms. Rodriguez,

The attached Contract Agreement having been approved, notice is hereby given to **HOTEL MARCELINA, INC.** that the obligation/agreement may commence upon receipt of this Notice.

Thus, you shall be responsible for performing the services under the terms and conditions of the Agreement.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Development Bank of the Philippines.

Thank you.

Sincerely,

(SIGNED)

Head, Human Resource Management Group

**ACKNOWLEDGEMENT:**

(SIGNED)

**MS. CHERRY MAE RODRIGUEZ**

Officer-in-Charge

Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Note: Kindly email/fax to sender to acknowledge receipt**