



Operated by ALC Hotel Management Inc.

CONTRACT

November 21, 2025

COMPANY NAME	: Development Bank of the Philippines
AUTHORIZED SIGNATORY	: AVP Donna May B. Cortez
DESIGNATION	: Officer-In-Charge, Financial Accounting Department
ADDRESS	: Sen. Gil J. Puyat Ave. corner Makati Ave., Makati City
CONTACT INFORMATION	: 0917 5675222 c/o Mr. Roger Bayotas
EMAIL ADDRESS	: rjbayotas@dph.ph

Dear AVP Donna May B. Cortez,

We are pleased to confirm your reservations for your upcoming group. In view of this, please find below the following arrangements made to make your event successful.

TRAVEL DATE	CATEGORY	RATE
December 5-7, 2025	9 Superior Room – Triple	P 117,000.00

Room includes complimentary breakfast

Standard Check In Time 3:00PM / Standard Check Out Time: 12:00 NN

*Early Check In and Late Check Out will be subject to room availability.

No Service Charge

FUNCTION ROOM RENTAL:

We are pleased to waive the room rental/event space of the function room for a specified number of guaranteed persons or on equivalent revenue requirement per function room. Should you wish to extend your stay after the agreed reservation time indicated above; and, should there be no function after the event, an applicable excess hourly charge is to be applied. A fraction of an hour is considered one (1) full hour.

Changes in the minimum guarantee of meals must be made in writing and shall be received within fifteen (15) days before the function date otherwise the RESORT will follow the original guaranteed number of participants.

BANQUET ARRANGEMENTS:

- All exclusive pre-arranged group lunch or dinner, that food will be served two hours maximum from the agreed serving time to maintain quality and freshness of food, and strictly no take-out of food items from the buffet station.
- All food and beverage items shall be purchased exclusively from the resort. It is agreed CLIENT is not permitted to bring in or take out from the resort any food and beverage items however the resort will charge corkage fee to any brought-in food and beverages inside the resort.
- CLIENT agrees to pay for the number of covers, drinks, incidentals and other charges as stated. CLIENT agrees that the number of persons shall be determined exclusively by the authorized representative of the resort and shall be the basis for the final billing.
- CLIENT also agrees to pay for the guaranteed number of guests as indicated or the actual number of guests whichever is higher.
- The resort reserves the right to change the menu at any time in the event of non-availability of raw materials and other justified reasons. Likewise, prices may be subject to change without prior notice to CLIENT. All amenities offered by the resort as indicated in this contract shall be subject to availability of raw materials and/or facilities.

Station 2, Beachfront, Balabag, Boracay Island, Malay, Aklan 5608 Philippines
Resort | Tel: (63) (36) 288 6111 to 17 | Email: resort.hrb@henann.com
Manila Office | Tel: (63) (2) 8 523 1234 | Email: manila.hrb@henann.com
Iloilo Office | Tel: (63) (33) 337 7901 | Email: iloilo.booking@henann.com
www.henann.com/henannregency



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Please feel free to contact the undersigned should you have any further queries or clarifications.
We will be more than glad to address all your concerns.

IN WITNESS HEREOF, the parties have signed this contract on this 21st day of November 2025,
Manila City Philippines

HENANN REGENCY RESORT & SPA
Operated by ALC Hotel Management Inc.

SIGNED

Director of Sales

CONFORME:

SIGNED

TEZ
Officer-In-Charge, Financial Accounting Department