



Setting Up Scheduled Investments

A Step-by-Step Guide

BDO Mobile App

BPI Mobile App

GCash App



BDO

- 1 Open the **BDO Online App** and log in.
- 2 From the dashboard, tap **Pay → Pay Bills**.
- 3 Select the appropriate **Philequity biller** (For example: Philequity Fund Inc.)
- 4 Enter the payment details:
 - SAMPLE ONLY**
 - **Subscriber/Payor Name:** John Santos
 - **Subscriber/Philequity Account Number:** 800001
 - Enter the payment amount
- 5 Under **Schedule**, select **Recurring**.
- 6 Set the recurring payment details:
 - Choose the **Frequency** (Daily, Weekly, or Monthly)
 - Select the **Start Date**
 - Select the **End Date**
- 7 Review all details and tap **Schedule**.
- 8 Authenticate the transaction using your preferred security method (Face ID, Touch ID, Fingerprint, or 6-digit PIN).
- 9 Once successful, save the transaction confirmation. You may also tap **Favorite** to save the biller for future scheduled payments.

BPI

- 1 Open the **BPI Mobile App** and log in.
- 2 Add Philequity as a Favorite Biller
 1. Tap **More** at the bottom-right.
 2. Select **Transactions**.
 3. Tap **Manage Scheduled Transactions**.
 4. Select **Manage Favorites**.
 5. Tap **Add New Favorite**.
 6. Under **Select Type of Favorite**, choose **Billers**.
 7. Select **Philequity Fund, Inc** (Sample).
 8. Enter your **Reference Number** (Philequity Account Number).
 9. Tap **Confirm**.
 10. Complete the verification.

Once successfully confirmed and verified, "Favorite added Successfully!" will appear on the screen.
- 3 How to Schedule a Bill Payment
 1. Tap **More** at the bottom-right.
 2. Select **Transactions**.
 3. Tap **Manage Scheduled Transactions**.
 4. Tap **Schedule New Transaction**.
 5. Select **Pay Bills**.
 6. Select **Philequity Fund, Inc** (sample only) from your **Favorite Billers**.
 7. Enter the **Payment Amount**.
 8. Select your preferred **Frequency** and **Start Date**.
 9. Review the transaction details.
 10. Tap **Confirm** and complete the required verification.

Once the transaction is successfully scheduled, a confirmation of the scheduled payment will appear.

GCASH

- 1 Open the **GCash App** and log in.
- 2 Tap **Bills** from the home screen, then select **Scheduled Bill Payments**.
- 3 Tap **Add Biller**, search for **Philequity**, and select the appropriate fund.
- 4 Enter the payment details:
 - SAMPLE ONLY**
 - **Amount**
 - **Subscriber/Payor Name:** John Santos
 - **Philequity Account Number:** 800001
 - **Email Address**
- 5 Tap **Input Payment Schedule**.
- 6 Choose your payment schedule:
 - Repeat for recurring payments or Schedule Once for a one-time payment.
 - If recurring:
 - Select the **Start Date**
 - Choose the **Frequency** (e.g., Monthly)
 - Select the **Number of Payments**
 - Tap **Set Schedule**.
- 7 Review the payment details, then tap **Next**.
- 8 Verify all information and tap **Confirm**.
- 9 Once the transaction is successful, your scheduled bills payment has been created. You can view or manage it anytime under Bills → **Scheduled Bill Payments**.