



**ABBOTT LABORATORIES (PHILIPPINES)  
EMPLOYEES' MULTI-PURPOSE COOPERATIVE  
(ALEKBC-MPC)  
TIN: 000-174-591-000 / CDA Reg. No.: MLA-C-636-1062**

**MEMBERSHIP TERMINATION FORM**

**TO :** *ALEKBC-MPC*  
*120 West Capitol Drive, Brgy. Kapitolyo, Pasig City*

I am terminating my membership from Abbott Laboratories (Philippines) Employees' Multi-Purpose Cooperative (ALEKBC-MPC):

**Effective:** \_\_\_\_\_  
**Due to:** \_\_\_\_\_

I shall settle all my obligations and accountabilities with the cooperative on or before the date of my membership termination becomes effective.

Should there be any outstanding balance after my termination date, I am authorizing ALEKBC-MPC to deduct from my last / separation pay from ABBOTT LABORATORIES.

\_\_\_\_\_ **Member's Signature over Printed Name** \_\_\_\_\_ **Date**

**To be filled out by ALEKBC-MPC:**

**Received by:** \_\_\_\_\_  
Signature over Printed Name Date

**BOD Approval:** Resolution No.: \_\_\_\_\_ Date Approved: \_\_\_\_\_  
Member Since: \_\_\_\_\_ Membership Status:  Regular  Retiree/Resignee

**Computation:**

- Fixed Deposit \_\_\_\_\_
- Savings Deposit \_\_\_\_\_
- TOTAL DEPOSIT** \_\_\_\_\_
- Less Loan Balance/s:**
- Applicance Loan \_\_\_\_\_
- Back to School \_\_\_\_\_
- Bazaar \_\_\_\_\_
- Calamity \_\_\_\_\_
- Car / House Repair \_\_\_\_\_
- Car / Vehicle Assistance \_\_\_\_\_
- Educational \_\_\_\_\_
- Equity \_\_\_\_\_
- Hospitalization \_\_\_\_\_
- Housing \_\_\_\_\_
- Kick Off \_\_\_\_\_
- Computer \_\_\_\_\_
- Petty Cash \_\_\_\_\_
- Prosperity Fund \_\_\_\_\_
- Promo \_\_\_\_\_
- Regular \_\_\_\_\_
- Short Term \_\_\_\_\_
- Special \_\_\_\_\_
- Special Holiday \_\_\_\_\_
- Vehicle Financing \_\_\_\_\_
- Others, specify: \_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_
- Balance due ALEKBC / Member** \_\_\_\_\_

**Board Resolution: August 2013**

*"Once a member resigned / withdrew his /her membership, that member can re-apply his / her membership again and shall deposit the whole amount of share capitl he / she has withdrawn. A returning member can only be accepted once."*

**C. Voluntary Termination.** A member may, for any reason, withdraw his membership from the Cooperative by giving a 60-day notice to the Board of Directors. However, no member shall be allowed to withdraw or terminate his membership during any period in which he has any pending obligation with the Cooperative.

Member submits a letter of termination of membership stating the reasons therefore to the BoD Secretary, sixty (60) days prior to the effective date of membership termination;

Settles all accounts with the coop, if any;

Obtain a clearance for members account from Accounting Unit/Bookkeeper or Treasurer;

Submits clearance to Board Secretary;

Awaits for the decision of the BOD. If approved, the BoD Secretary makes the entry in the Members Registry recording the specific BoD Resolution approving the membership termination;

Requests for Refund of shares and other to the Treasurer.

Termination of membership, which may be automatic, voluntary or involuntary, shall have the effect of extinguishing all rights of a member in the Cooperative or its assets, subject to the provisions of the By-law and as may be provided by the general assembly.