

January 21, 2026

A D V I S O R Y

Dear Valued Clients,

This is to remind your company to submit the **Certificates of Withholding Tax (CWTs)** for taxes withheld on invoices issued by MMT for the taxable year 2025, in compliance with Section 2.58.2(B) of BIR Revenue Regulations No. 2-98, as amended.

The deadline for submission is on or before 15 February 2026.

Please be advised that late submissions will no longer be accepted. Any amounts without corresponding CWTs will remain as outstanding balances and will be billed accordingly, payable through online payment.

Thank you for your prompt attention and cooperation. For questions or clarifications, please contact us through the designated channels.

Submission of Soft and/or Hard Copies:

- Email Recipient: billing@mmt.ictsi.com
- Email Subject: Submission of BIR Form No. 2307 ("CWTs")
- And/or provide the **original hard copy** to Billing and Collection Assistants (*Arvin Navidad, John Paul Christian Barlan, and Mark Neilwin Teodosio*) at Manila Multipurpose Terminal Admin Bldg., MHC Mel Lopez Blvd. Vitas St. Tondo, Manila

For general finance and tax-related questions or clarifications, please contact:

- Email Recipient: MMT_Accounting@mmt.ictsi.com
- Email Subject: Inquiry Regarding Submissions of CWTs

Thank you for your continued support.

Sincerely,

MMT Management