

HOW TO REGISTER IN THE FAMI PORTAL IN 5 EASY STEPS

Registration is quick and easy just by going to the FAMI Website (www.fami.com.ph), click the FAMI PORTAL LOGIN button (top right side of the page), and follow the procedures below:

STEP 1

In the REGISTRATION page, click Individual Account. Then click NEXT.

STEP 2

Provide your information as shown below, then click SUBMIT.



REGISTRATION

Please fill in the following details to avail of our online services.

Client Account Number	<input type="text" value="54321"/>
Middle Name / Primary(If Joint) <small>Hover here for more info</small>	<input type="text" value="SANTOS"/>
Date of Birth (MM-dd-yyyy)	<input type="text" value="11-07-1978"/>
Email Address <small>Hover here for more info</small>	<input type="text" value="majuandealacruz@yahoo.com"/>
Mobile Number <small>Hover here for more info</small>	<input type="text" value="09991234567"/>
<div><input type="button" value="Cancel"/> <input type="button" value="Submit"/></div>	

A pop-up message will appear "Are you sure you want to submit data?", click OK.

For Joint Accounts, Primary Investor should indicate his/her FULL NAME in the Middle Name field instead of just Middle Name.


STEP 3


Choose where you want to receive your one-time password (OTP), then click NEXT.



REGISTRATION

How would you like to get your one time password?

☐  Email me User Name and Password
eg: ma*****@yahoo.com

☐  Text me code
eg: *****01

The OTP shall be sent immediately to your email or mobile number.

STEP 4

Enter the OTP in the appropriate field as shown below, then click SUBMIT.



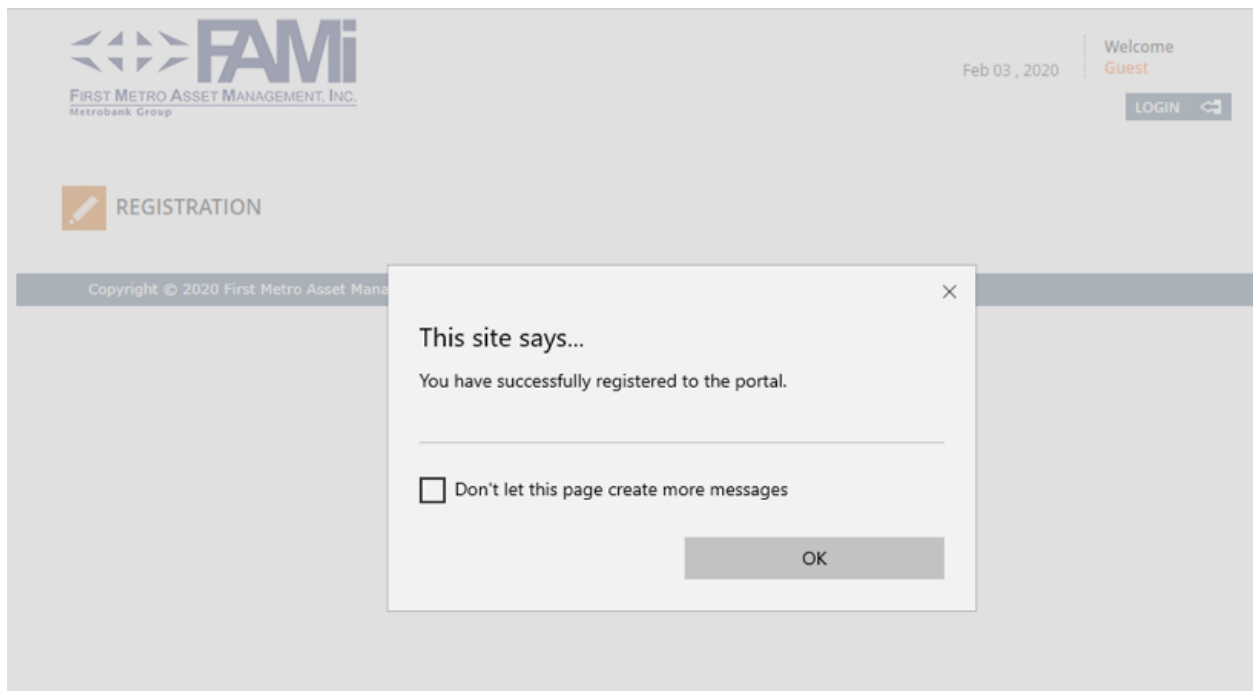
REGISTRATION

Please Enter One Time Password (OTP) sent on your Email ID / Mobile No.

Enter OTP

STEP 5

Once successful, you will be prompted by this message:



You will also receive an SMS or email (whichever mode you have chosen) confirming your successful registration with your CLIENT ID.

Example of Confirmation via SMS

You have successfully registered with FAMi Online Portal. Your client id is 12345 Please log in with the given client id.

Example of Confirmation via Email

From: fami_online@fami.com.ph <fami_online@fami.com.ph>

To: client@abc.com

Subject: FAMI Online Portal Registration: Account Creation

Dear Mr. JUAN DELA CRUZ,

Thank you for registering to FAMi Online Portal!! Your online registration is successful!

Please find your online account details below.

Client ID: **12345**

User Name : **JUAN DELA CRUZ**

Please log on with this Client ID:

Immediately following are two options in making your initial investment and any additional investment thereafter.

- Via Metrobank Payment Slip
- Via Metrobank Direct

For instructions on how to use these facilities, please click on the link below:

<http://fami.com.ph/investment-procedure/for-additional-investment/>

If you have any questions, please feel free to call up any of our Customer Service Representative at 891-2860 to 65 or email us at: fami@firstmetro.com.ph

Thank you and we are glad to be of service to you.

FAMI Online Portal Team

****This is a system generated message. Please do not reply. ****

DISCLAIMER

"This message is for the designated recipient only and may contain confidential and/or privileged information. If you have received it in error, please delete it and advise the sender immediately. You should not copy or use it for any other purpose, nor disclose its contents to any other person."

NOTE: Your CLIENT ID is different from your FAMI Account Number and shall only be used in the FAMI Portal.

You will also be prompted to immediately change your password as shown below:



REGISTRATION

Change Password

- ★ Password must have at least 1 special character.
- ★ Password must not contain your user id.
- ★ Password must be alphanumeric.
- ★ Password must not match with your 5 old passwords .
- ★ Password should be greater than 7 characters and less than 14 characters.

New Password

Confirm New Password

Cancel

Submit

How to View Your Latest Investment Summary

Now that you have successfully registered to the FAMI Portal, this guide will show you how to log-in and view your latest Investment Summary.

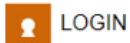
STEP 1

Login to the FAMI Portal by entering your Client ID and password, then Click the LOGIN button.



Feb 03 , 2020

Welcome
Guest



Welcome to FAMI Portal

Client ID:


Password: 3 unsuccessful attempts will automatically lock the account.

[Login](#) [Forgot Password](#) | [Register](#)

Note: This system is for the use of authorized user for authorized purpose only. Individuals using this computer system without authority, or in excess of their authority, are subject to having all their activities on this system monitored and recorded by system personnel.

STEP 2


Upon successful login, you will be redirected to the Investment Summary Page. Primary account is immediately enrolled to the FAMI Portal. If you have other accounts, please proceed to HOW TO ENROLL MULTIPLE ACCOUNTS.



Feb 03, 2020 | Welcome

LOGOUT

ACCOUNT SUMMARY | PROFILE | STATEMENT OF ACCOUNT | CONTACT US

 INVESTMENT SUMMARY

PESO | DOLLAR

View Enrolled Account List

Account No.	Account Name	Fund	Net Investment	Shares	NAVPs	Current Value	Gain / Loss	Statement
54321	JUAN DELA CRUZ	SAVE & LEARN EQUITY FUND	47,000	10,000	4.700	47,768.00	(768.00)	View
			47,000.00			47,768.00	(768.00)	

This image is for illustrative purposes only.

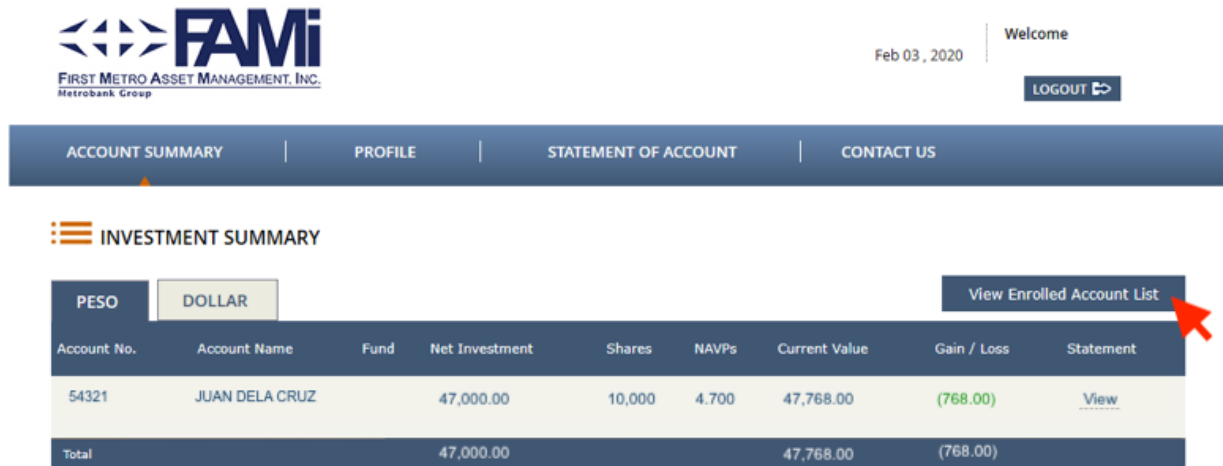
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How to Enroll Multiple Accounts

If you have additional FAMI Account Numbers, you may do the enrollment process below:

STEP 1

Under the Account Summary Tab, click VIEW ENROLLED ACCOUNT LIST.



The screenshot shows the FAMI (First Metro Asset Management, Inc.) user interface. At the top, there is a header with the FAMI logo, the date 'Feb 03, 2020', and a 'Welcome' message with a 'LOGOUT' button. Below the header is a navigation bar with four tabs: 'ACCOUNT SUMMARY', 'PROFILE', 'STATEMENT OF ACCOUNT', and 'CONTACT US'. The 'ACCOUNT SUMMARY' tab is selected. Below the navigation bar, there is a section titled 'INVESTMENT SUMMARY' with a hamburger menu icon on the left. Under this section, there are two tabs: 'PESO' and 'DOLLAR'. To the right of these tabs is a button labeled 'View Enrolled Account List', which is highlighted with a red arrow. Below the tabs and button is a table with the following columns: 'Account No.', 'Account Name', 'Fund', 'Net Investment', 'Shares', 'NAVPs', 'Current Value', 'Gain / Loss', and 'Statement'. The table contains one row for account number 54321, named 'JUAN DELA CRUZ', with a net investment of 47,000.00, 10,000 shares, and a current value of 47,768.00. The gain/loss is (768.00). There is a 'View' link in the 'Statement' column. A 'Total' row at the bottom shows the same net investment and current value. The 'Gain / Loss' for the total is (768.00).

Account No.	Account Name	Fund	Net Investment	Shares	NAVPs	Current Value	Gain / Loss	Statement
54321	JUAN DELA CRUZ		47,000.00	10,000	4.700	47,768.00	(768.00)	View
Total			47,000.00			47,768.00	(768.00)	

STEP 2

Click ENROLL ADDITIONAL ACCOUNT.



The screenshot shows the FAMI 'ENROLLED ACCOUNT' page. At the top, there is a header with the FAMI logo, the date 'Feb 03, 2020', and a 'Welcome' message with a 'LOGOUT' button. Below the header is a navigation bar with four tabs: 'ACCOUNT SUMMARY', 'PROFILE', 'STATEMENT OF ACCOUNT', and 'CONTACT US'. The 'ACCOUNT SUMMARY' tab is selected. Below the navigation bar, there is a section titled 'ENROLLED ACCOUNT' with a hamburger menu icon on the left. To the right of this section is a button labeled 'Enroll Additional Account', which is highlighted with a red arrow. Below the button is a table with the following columns: 'Account No.', 'Account Name', 'Enrollment Date', 'Type', 'Status', and 'Action'. The table contains one row for account number 54321, named 'JUAN DELA CRUZ', with an enrollment date of January 3, 2020, a type of RETAIL, a status of A, and an action of 'Un-Enroll'. Below the table is a 'Back' button.

Account No.	Account Name	Enrollment Date	Type	Status	Action
54321	JUAN DELA CRUZ	January 3, 2020	RETAIL	A	Un-Enroll

STEP 3

Enter your additional Account Number, then click ENROLL YOUR ACCOUNT.

The screenshot displays the FAMi web portal interface. At the top left is the FAMi logo with the text "FIRST METRO ASSET MANAGEMENT, INC. Metrobank Group". To the right, the date "Feb 03, 2020" and the word "Welcome" are shown, along with a "LOGOUT" button. A dark blue navigation bar contains the links: "ACCOUNT SUMMARY", "PROFILE", "STATEMENT OF ACCOUNT", and "CONTACT US". Below this, a section titled "ACCOUNT ENROLLMENT" is visible. Underneath, a dark blue bar reads "Account Enrollment". A table with four columns is shown: "Sr. No.", "Account Number", "Account Name", and "[+]". The first row contains the values "1", "67890", "MARIA SANTOS", and a red "X". Below the table, a green star icon and the text "The entered account number should be active." are displayed. Further down, the text "Kindly check the above and try for enrollment." is present. At the bottom, there are two buttons: "Back" and "Enroll Your Account", with a red arrow pointing to the latter.

Sr. No.	Account Number	Account Name	[+]
1	67890	MARIA SANTOS	X

★ The entered account number should be active.

Kindly check the above and try for enrollment.

[Back](#) [Enroll Your Account](#)

That's it!

Now you may access your Statement of Account (SOA) and monitor your investment portfolio at your own convenience.