

Continuation of Part III Item 24

Industry	Business Registration Number	Business Registration Date (MM/DD/YYYY)	PSIC Code (To be filled out by BIR)	Line of Business
Primary				
Secondary				

25 Incentive Details

25A Investment Promotion (e.g., PEZA, BOI)		25B Legal Basis (e.g., R.A., E.O.)		
25C Incentive Granted (e.g., Exempt from IT, VAT, etc.)		25D No. of Years		
25E Incentive Start Date (MM/DD/YYYY)		25F Incentive End Date (MM/DD/YYYY)		
26 Details of Registration/Accreditation				
26A Registration/Accreditation Number		26B Effectivity Date (MM/DD/YYYY)		FROM
				TO
26C Date Issued (MM/DD/YYYY)		26D Registered Activity		
26E Tax Regime (Regular, Special, Exempt)		26F Activity Start Date (MM/DD/YYYY)		26G Activity End Date (MM/DD/YYYY)

Part V – Facility Details

27 Facility Details (PP-Place of Production/Plant; SP-Storage Place; WH-Warehouse; SR-Showroom; GG-Garage; BT-Bus Terminal; RP-Real Property for Lease with No Sales Activity)				
27A Facility Code (To be filled out by BIR)		27B Facility Type		
F		<input type="checkbox"/> PP	<input type="checkbox"/> SP	<input type="checkbox"/> WH
		<input type="checkbox"/> BT	<input type="checkbox"/> RP	<input type="checkbox"/> GG
		<input type="checkbox"/> Others (specify) _____		
27C Facility Address				
Unit/Room/Floor/Building No.	Building Name/Tower	Lot/Block/Phase/House No.	Street Name	Subdivision/Village/Zone
Barangay	Town/District	Municipality/City	Province	ZIP Code

Part VI – Tax Types

28 Tax Types (this portion determines your tax liability/ies) (To be filled out by BIR)				
Form Type		ATC		Form Type
Income Tax		<input type="checkbox"/> Value-Added Tax		ATC
<input type="checkbox"/> Corporate Income Tax			Excise Tax	
<input type="checkbox"/> Capital Gains – Real Property			<input type="checkbox"/> Alcohol Products	
<input type="checkbox"/> Capital Gains – Stocks			<input type="checkbox"/> Automobile & Non-Essential Goods	
Withholding Tax		<input type="checkbox"/> Cosmetic Procedures		
<input type="checkbox"/> Compensation			<input type="checkbox"/> Mineral Products	
<input type="checkbox"/> Expanded			<input type="checkbox"/> Petroleum Products	
<input type="checkbox"/> Final			<input type="checkbox"/> Sweetened Beverages	
<input type="checkbox"/> Fringe Benefits			<input type="checkbox"/> Tobacco Products	
<input type="checkbox"/> Value-Added Tax			<input type="checkbox"/> Tobacco Inspection & Monitoring Fees	
<input type="checkbox"/> Other Percentage Tax			<input type="checkbox"/> Vapor Products	
<input type="checkbox"/> ONETT not subject to CGT			Documentary Stamp Tax (DST)	
<input type="checkbox"/> Percentage Tax on Winnings & Prizes			<input type="checkbox"/> Regular	
<input type="checkbox"/> On Interest Paid on Deposits and Yield on Deposits/Substitutes			<input type="checkbox"/> One-Time Transactions (ONETT)	
Percentage Tax		Transfer Tax		
<input type="checkbox"/> Stocks			<input type="checkbox"/> Donor's Tax	
<input type="checkbox"/> Stocks-Initial Public Offering (IPO)			<input type="checkbox"/> Estate Tax	
<input type="checkbox"/> Overseas Dispatch And Amusement Taxes			Miscellaneous Tax (specify)	
<input type="checkbox"/> Under Special Laws				
<input type="checkbox"/> Other Percentage Taxes under NIRC (specify)			Others (specify)	

Part VII – Invoices

29 BIR Printed Invoices				
29A Do you intend to use BIR Printed Invoices?		29B Type		29C No. of Booklets
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> VAT <input type="checkbox"/> NON-VAT		
				29D Serial Number
				Start End
30 Authority to Print Invoices				
30A Printer's Name				
30B Printer's TIN		30C Printer's Accreditation Number		30D Date of Accreditation (MM/DD/YYYY)

30E Registered Address				
Unit/Room/Floor/Building No.	Building Name/Tower	Lot/Block/Phase/House No.	Street Name	Subdivision/Village/Zone
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>
Barangay	Town/District	Municipality/City	Province	ZIP Code
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>

30F Contact Number (Landline/Cellphone No.)	30G Email Address
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>

30H Manner of Invoices Bound Loose Leaf

Description	TYPE		No. of Boxes/Booklets		No. of Sets per Box/Booklet	Serial No.		No. of Copies per Set
	VAT	Non-VAT	Loose	Bound		Start	End	
<input style="width:100%;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input style="width:100%;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input style="width:100%;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input style="width:100%;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Part VIII – Stockholder/Partner/Member

31 Stockholder's/Partner's/Member's Name (Attach additional sheet/s, if necessary)	
31A (If Individual, Last Name, First Name, Middle Name, Suffix) (If Non-Individual, Registered Name)	31B TIN
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>
31C (If Individual, Last Name, First Name, Middle Name, Suffix) (If Non-Individual, Registered Name)	31D TIN
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>
31E (If Individual, Last Name, First Name, Middle Name, Suffix) (If Non-Individual, Registered Name)	31F TIN
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>
31G (If Individual, Last Name, First Name, Middle Name, Suffix) (If Non-Individual, Registered Name)	31H TIN
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>
31I (If Individual, Last Name, First Name, Middle Name, Suffix) (If Non-Individual, Registered Name)	31J TIN
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>

Part IX – Withholding Agent/Accredited Tax Agent Information

32 Taxpayer Identification Number (TIN)	<input style="width:100%;" type="text"/>	33 RDO Code	<input style="width:100%;" type="text"/>
34 Withholding Agent/Accredited Tax Agent's Name (If Individual, Last Name, First Name, Middle Name, Suffix)(If Non-Individual, Registered Name) (if different from taxpayer)			
<input style="width:100%;" type="text"/>			
35 Registered Address (Sub-street, Building/Street, Barangay, City/Municipality, Province)			
<input style="width:100%;" type="text"/>			
			35A ZIP Code
			<input style="width:100%;" type="text"/>
36 Contact Number (Landline/Mobile No.)	37 Email Address		
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>		

<p>38 Declaration</p> <p>I/We declare, under the penalties of perjury that this application has been made in good faith, verified by me/us and to the best of my/our knowledge and belief, is true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under the authority thereof. Further, I/we give my/our consent to the processing of my information as contemplated under the *Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes.</p> <p>_____ President/Vice President/Principal Officer/Accredited Tax Agent/Authorized Representative/Taxpayer <i>(Signature over Printed Name)</i></p> <p>_____ Title/Position of Signatory</p> <p>_____ TIN of Signatory</p> <p>_____ Tax Agent Accreditation No./Attorney's Roll No. (if applicable)</p> <p>_____ Date of Issue</p> <p>_____ Date of Expiry</p>	<p>Stamp of BIR Receiving Office and Date of Receipt</p>
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Part X – Payment Order Form for New Business Registrant
(For BIR Payment Acceptance Only. Not to be filed in AABs)

BIR Form No. <h2 style="margin:0;">0605</h2> (Part of BIR Form No. 1903)	39 Taxpayer's Identification Number (TIN) <i>Branch Code</i>	40 RDO Code	41 For the Year
	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>
	42 Taxpayer's Name		
	<input style="width:100%;" type="text"/>		
Payment Details			
<i>(To be filled out by BIR-Revenue Collection Officer)</i>			
43 Date of Payment (MM/DD/YYYY)			
<input style="width:100%;" type="text"/>			
eROR/ROR No.	ATC	Particulars	
44	MC200	BIR Printed Invoices	
44A		<input style="width:100%;" type="text"/>	
45	Add: Penalties	Surcharge	Interest
45A	<input style="width:100%;" type="text"/>	45B	<input style="width:100%;" type="text"/>
45C	<input style="width:100%;" type="text"/>	45D	<input style="width:100%;" type="text"/>
46	Total Amount Payable (Sum of Items 44A and 45D)		46A
	<input style="width:100%;" type="text"/>		<input style="width:100%;" type="text"/>

*NOTE: The BIR Data Privacy Policy is in the BIR website (www.bir.gov.ph)

(Please sign at the back.)

Documentary Requirements:

- 1. SEC Certificate of Incorporation; (1 photocopy) **or** Certificate of Recording (in case of Partnership); (1 photocopy) **or** License to Do Business in the Philippines (in case of Foreign Corporation); (1 photocopy) **or** Cooperative Development Authority (CDA) Certificate of Registration; (1 photocopy) **or** Certificate of Registration issued by Housing and Land Use Regulatory Board (HLURB); (1 photocopy) **or** Certificate of Registration issued by Department of Labor and Employment (DOLE); (1 photocopy)
- 2. Articles of Incorporation; (1 photocopy) **or** Articles of Partnership; (1 photocopy) **or** Articles of Cooperation; (1 photocopy) **or** Articles of Association; (1 photocopy) **or** Constitution and by-laws of the applicant union; (for Labor Organization, Associations or Group of Union or Workers) (1 photocopy)
- 3. BIR Printed Invoices (BPI) (Available for sale at the New Business Registrant Counter); **or**
 Final clear sample of OWN Invoices. (1 original)
 (Sample layout is also available at the New Business Registrant Counter);

Note: In case taxpayer-applicant will opt to print its own invoices, taxpayer-applicant should choose an Accredited Printer who will print the invoices.

FEES TO BE PAID

- 1. Payment of P30.00 Loose Stamp/s (DST) to be affixed on the Certificate of Registration.

Note: If the P30.00 loose DST was already paid, the proof of payment (1 photocopy) shall be submitted.
- Procured printing cost of BPI, if opted to use.

Additional documents, if applicable:

- 1. If transacting through a Representative
 - 1.1 Board Resolution/Written Resolution (in case of OPC) or Secretary's Certificate, indicating the purpose and the name of the authorized representative; [1 original for first submission, if authorized to more than one transaction, submit certified true copy (together with the original copy for presentation and validation only)]
 - 1.2 Any government-issued ID of one of the signatories and authorized representative. (1 photocopy, both with one specimen signature)
- 2. Franchise Documents (e.g., Certificate of Public Convenience) (for Common Carrier); (1 photocopy)
- 3. Franchise Agreement; (1 photocopy)
- 4. Memorandum of Agreement (for JOINT VENTURE); (1 photocopy)
- 5. Certificate of Authority, if Barangay Micro Business Enterprises (BMBE) registered entity; (1 photocopy)
- 6. Proof of Registration/Permit to Operate BOI/BOI-ARMM, PEZA, BCDA, TIEZA/TEZA, SBMA, etc. (1 photocopy)

FOR GAs/LGUs

- 1. Unit or Agency's Charter or Proof of Registration. (1 photocopy)

FOR FOREIGN EMBASSIES

- 1. Endorsement from Department of Foreign Affairs (DFA). (1 photocopy)

FOR INTERNATIONAL ORGANIZATIONS

- 1. Consularized/Apostilled Host Agreement or any international agreement. (1 photocopy)

FOR NONRESIDENT FOREIGN CORPORATION (NRFC)

- 1. Apostilled official documentation issued by an authorized government body (e.g. government agency (tax authority) thereof, or a municipality) that includes the name of the non-individual and the address of its principal office in the jurisdiction in which the non-individual was incorporated or organized (e.g. Articles of Incorporation, Certificate of Tax Residency); (1 certified true copy)

Additional documents, if applicable:
 If transacting through a Representative:
 - 1.1 Apostilled Board Resolution/Secretary's Certificate (or equivalent) indicating the purpose and name of authorized representative; (1 certified true copy, original for presentation)
 - 1.2 Any government-issued ID of one of the signatory and authorized representative; (1 photocopy)

REGISTRATION OF BRANCH

- 1. BIR Printed Invoices (BPI) (Available for sale at the New Business Registrant Counter); **or**
 Final clear sample of OWN Invoices. (1 original)
 (Sample layout is also available at the New Business Registrant Counter);

Note: In case taxpayer-applicant will opt to print its own invoices, taxpayer-applicant should choose an Accredited Printer who will print the invoices.

FEES TO BE PAID

- 1. Payment of P30.00 Loose Stamp/s (DST) to be affixed on the Certificate of Registration if applicable.

Note: If the P30.00 loose DST was already paid, the proof of payment (1 photocopy) shall be submitted.
- Procured printing cost of BPI, if opted to use.

REGISTRATION OF FACILITY

- 1. BIR Form No. 1903. (2 originals)

ADDITIONAL DOCUMENTS FOR BRANCH/FACILITY, IF APPLICABLE:

- 1. If transacting through a Representative
 - 1.1 Board Resolution/Written Resolution (in case of OPC) or Secretary's Certificate, indicating the purpose and the name of the authorized representative; [1 original for first submission, if authorized to more than one transaction, submit certified true copy (together with the original copy for presentation and validation only)]
 - 1.2 Any government-issued ID of one of the signatories and authorized representative. (1 photocopy, both with one specimen signature)
- 2. Articles of Incorporation/Partnership (if line of business is different from the Head Office); (1 photocopy) (for Branch only)
- 3. Franchise Documents (e.g., Certificate of Public Convenience) (for Common Carrier); (1 photocopy) (for Branch only)
- 4. Franchise Agreement; (1 photocopy) (for Branch only)
- 5. Memorandum of Agreement (for JOINT VENTURE); (1 photocopy) (for Branch only)
- 6. Certificate of Authority, if Barangay Micro Business Enterprises (BMBE) registered entity; (1 photocopy) (for Branch only)
- 7. Proof of Registration/Permit to Operate BOI/BOI-ARMM, PEZA, BCDA, TIEZA/TEZA, SBMA, etc. (1 photocopy) (for Branch only)

POSSESSION OF MORE THAN ONE TAXPAYER IDENTIFICATION NUMBER (TIN) IS CRIMINALLY PUNISHABLE PURSUANT TO THE PROVISIONS OF THE NATIONAL INTERNAL REVENUE CODE OF 1997, AS AMENDED

For Voluntary Payment

I/We declare, under the penalties of perjury, that this document has been made in good faith, verified by me/us and to the best of my/our knowledge and belief, is true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under the authority thereof.

Stamp of BIR Receiving Office and Date of Receipt

Signature over Printed Name of Taxpayer/Authorized Representative

Title/Position of Signatory