

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

23 Incentives Details				
23A Investment Promotion (e.g. PEZA, BOI)		23B Legal Basis (e.g. RA, EO)		23C Incentive Granted (e.g. Exempt from IT, VAT, etc.)
23D No. of Years		23E Incentive Start Date (MM/DD/YYYY)		23F Incentive End Date (MM/DD/YYYY)
24 Details of Registration / Accreditation				
24A Registration / Accreditation Number		24B Effectivity Date (MM/DD/YYYY)		24C Date Issued (MM/DD/YYYY)
24D Registered Activity		24E Tax Regime (Regular, Special, Exempt)		24F Activity Start Date (MM/DD/YYYY)
				24G Activity End Date (MM/DD/YYYY)

Part IV – Facility Details

25 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;)				
25A Facility Code (To be filled up by BIR)	25B Facility Type	<input type="checkbox"/> PP <input type="checkbox"/> SP <input type="checkbox"/> WH <input type="checkbox"/> SR <input type="checkbox"/> GG <input type="checkbox"/> BT <input type="checkbox"/> RP <input type="checkbox"/> Other (specify)		
F				
26 Facility Address				
Unit/Room/Floor/Building#	Building Name/Tower	Lot/Block/Phase/House No.	Street Name	Subdivision/Village/Zone
Barangay	Town/District	Municipality/City	Province	ZIP Code

Part V - Tax Types

27 Tax Types (This portion determines your tax liability/ies) (To be filled up by BIR)					
Form Type		ATC		Form Type	ATC
<input type="checkbox"/> Withholding Tax			<input type="checkbox"/> Registration Fee		
<input type="checkbox"/> Compensation			Percentage Tax		
<input type="checkbox"/> Expanded			<input type="checkbox"/> Stocks		
<input type="checkbox"/> Final			<input type="checkbox"/> Overseas Dispatch And Amusement Taxes		
<input type="checkbox"/> Fringe Benefits			<input type="checkbox"/> Under Special Laws		
<input type="checkbox"/> VAT & Other Percentage Percentage Tax			<input type="checkbox"/> Other Percentage Tax under NIRC (specify)		
<input type="checkbox"/> ONETT not subject to CGT					
<input type="checkbox"/> Percentage Tax on Winnings & Prizes			Documentary Stamp Tax		
<input type="checkbox"/> On Interest Paid On Deposits And Yield on Deposits/Substitutes			<input type="checkbox"/> Regular		
<input type="checkbox"/> Income Tax			<input type="checkbox"/> One-Time Transactions (ONETT)		
<input type="checkbox"/> 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			<input type="checkbox"/> Donor's Tax		
<input type="checkbox"/> Cosmetics Procedures			<input type="checkbox"/> Estate Tax		
<input type="checkbox"/> Mineral Products			<input type="checkbox"/> Miscellaneous Tax (specify)		
<input type="checkbox"/> Petroleum Products					
<input type="checkbox"/> Sweetened Beverages			<input type="checkbox"/> Others (specify)		
<input type="checkbox"/> Tobacco Products					
<input type="checkbox"/> Tobacco Inspection Fees					

Part VI – Authority to Print

28 Authority to Print Receipts and Invoices

28A Printer's Name

28B Printer's TIN

28C Printers Accreditation Number

28D Date of Accreditation

28E Registered Address

Unit/Room/Floor/Building# Building Name/Tower Lot/Block/Phase/House No. Street Name Subdivision/Village/Zone

Barangay Town/District Municipality/City Province ZIP Code

28F Contact Number

28G E-mail Address

28H Manner of Receipt/Invoices Bound Loose Leaf Others

28I Descriptions of Receipts and Invoices *(Additional Sheet/s if Necessary)*

Description	TYPE		NO. OF BOXES/BOOKLETS		NO. OF SETS PER BOX / BOOKLET	NO. OF COPIES PER SET	SERIAL NO.	
	VAT	NON-VAT	LOOSE	BOUND			START	END
<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Part VII - Stockholder/Partner/Member

29 Stockholder's/Partner's/Member's Name *(attach additional sheet, if necessary)*

29A (Last Name) <input type="text"/>	(First Name) <input type="text"/>	(Middle Name) <input type="text"/>	(Suffix) <input type="text"/>	29A TIN <input type="text"/>
29B (Last Name) <input type="text"/>	(First Name) <input type="text"/>	(Middle Name) <input type="text"/>	(Suffix) <input type="text"/>	29B TIN <input type="text"/>
29C (Last Name) <input type="text"/>	(First Name) <input type="text"/>	(Middle Name) <input type="text"/>	(Suffix) <input type="text"/>	29C TIN <input type="text"/>
29D (Last Name) <input type="text"/>	(First Name) <input type="text"/>	(Middle Name) <input type="text"/>	(Suffix) <input type="text"/>	29D TIN <input type="text"/>
29E (Last Name) <input type="text"/>	(First Name) <input type="text"/>	(Middle Name) <input type="text"/>	(Suffix) <input type="text"/>	29E TIN <input type="text"/>

30 Declaration

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/our information as contemplated under the *Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes.

 President/Vice President/Principal Officer/Accredited Tax Agent/Authorized Representative/Taxpayer
(Signature over Printed Name)

 Title/Position of Signatory

 TIN of Signatory

 Tax Agent Acc. No. / Atty's. Roll No. *(If, applicable)*

 Date of Issuance

 Date of Expiry

Part VIII – Payment Details

31 For the Calendar Fiscal

32 Year Ended **33** Date of Payment

34 ATC **MC180** **34** Tax Type **RF** **35** Manner of Payment **REGISTRATION FEE** **36** Type of Payment **FULL PAYMENT**

37 Registration Fee **37A**

38 BIR Printed Receipts / Invoices **38A**

39 Add: Penalties **39A** Surcharge **39B** Interest **39C** Compromise **39D**

40 Total Amount Payable *(Sum of Items 37A, 38A and 39D)*

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

Documentary Requirements:

- 1. Photocopy of SEC Certificate of Incorporation; or Photocopy of Certificate of Recording (in case of partnership); or Photocopy of License to Do Business in the Philippines (in case of foreign corporation);
- 2. Articles of Incorporation; or Articles of Partnerships;
- 3. Photocopy of Mayor's Business Permit; or Duly received Application for Mayor's Business Permit, if the former is still in process with the LGU;
- 4. Proof of Payment of Registration Fee (RF) (not applicable to those exempt from the imposition of RF);
- 5. BIR Form No. 1906; (Select an Accredited Printer);
- 6. Final & clear sample of Principal Receipts/ Invoices;
Additional documents, if applicable:
 - a. Board Resolution indicating the name of the authorized representative and Secretary's Certificate, in case of authorized representative who will transact with the Bureau;
 - b. Franchise Documents (e.g. Certificate of Public Convenience) (for Common Carrier);
 - c. Memorandum of Agreement (for JOINT VENTURE);
 - d. Franchise Agreement;
 - e. Certificate of Authority, if Barangay Micro Business Enterprises (BMBE) registered entity;
 - f. Proof of Registration/Permit to Operate BOI/BOIARMM, PEZA, BCDA and SBMA
- 7. For GAls and LGUs – Photocopy of Unit or Agency's Charter;
- 8. For Cooperatives – Photocopy of Cooperative Development Authority (CDA) Certificate of Registration and Articles of Cooperation;
- 9. For Homeowner's Association – Photocopy of Certificate of Registration issued by Housing and Land Use Regulatory Board (HLURB) and Articles of Association;
- 10. For Labor Organization, Assoc. or Group of Union Workers – Photocopy of Certificate of Registration issued by Department of Labor and Employment (DOLE) and Constitution and by-laws of the application union;
- 11. For Foreign Embassies – Endorsement from Department of Foreign Affairs (DFA);
- 12. For International Organization – Host Agreement or any international agreement duly certified by DFA;
- 13. In case of registration of branches/facility types:
 - a. Photocopy of Mayor's Business Permit; or Duly received Application for Mayor's Business Permit, if the former is still in process with the LGU; and/or Board Resolution/Secretary Certificate stating the Branch Establishment;
 - b. Board Resolution and Secretary Certificate, in case of authorized representative who will transact with the Bureau; if applicable
 - c. Proof of Payment of Annual Registration Fee (ARF) (not applicable to those exempt from the imposition of ARF);
 - d. BIR Form No. 1906;
 - e. Final & clear sample of Principal Receipts/ Invoices;

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