

**APPLICATION OF A FOREIGN CORPORATION TO ESTABLISH A
REPRESENTATIVE OFFICE IN THE PHILIPPINES**

(Name of Corporation)

hereby applies for a license to transact business in the Philippines as a representative office under Section 125 of Batas Pambansa Blg. 68 and Foreign Investments Act of 1991 (RA 7042, as amended), and submits the following statements and accompanying documents:

1. The applicant is a corporation formed and organized under the laws of _____ on _____ for a term of _____.

2. The location of its principal office is at _____

(complete address on home country)

3. _____, _____ with
(Name of Resident Agent) (Nationality)
residence or office address at _____
_____ is its resident agent in the Philippines, authorized to accept summons and legal processes in all legal proceedings, and all notices affecting the corporation.

4. The corporation shall hold office in _____
_____ and operate in _____
(Specify place in the Philippines)

5. The purpose(s) of said corporation which it intends to pursue in the transaction of its business in the Philippines is/are

(Please use additional sheet if necessary)

6. The names and addresses of the present directors and officers of the corporation are as follows:

NAME	ADDRESSES
_____	_____
_____	_____
_____	_____

7. The authorized capital stock of the corporation is _____ roughly equivalent to P _____ and the aggregate number of shares which the corporation has authority to issue is _____ (Itemized by classes & series, if any)

8. The outstanding capital stock of the corporation is _____ and the aggregate number of shares which the corporation has issued is _____ (itemized by classes & series, if any) all of which are of a par value of _____.

9. The amount actually paid in the treasury of the foreign corporation is _____.

10. That we hereby authorize the Securities and Exchange Commission and the Bangko Sentral ng Pilipinas to examine and verify the deposit in the _____ in the _____ of said corporation in the _____ (Name of Bank) amount of _____ which is equivalent to _____ (P _____) at the current rate of exchange, representing the actual remittance of the applicant. This authority is valid and inspection of said deposit may be made even after the issuance of the license of the company.

11. That we undertake to change the name of the corporation immediately upon receipt of notice or directive from the Securities and Exchange Commission that another corporation, partnership or person has acquired a prior right to the use of the name or that the name has been declared as misleading, deceptive, confusingly similar to a registered name, or contrary to public morals, good customs or public policy.

Done this ____ day of _____, 200__ at _____.

(Signature over printed name of the resident agent)

SUBSCRIBED AND SWORN TO before me, this ____ day of _____, 200__ affiant exhibiting to me his/her Community Tax Certificate No. _____ issued at _____ on _____.

NOTARY PUBLIC

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 200 _____.

NOTE:

- All documents executed abroad should be authenticated by the Philippine Embassy or Consulate in the country where executed.
- Submit six (6) copies
- **List of Requirements:**
 - 1) Application Form
 - 2) Name Verification Slip
 - 3) Certified copy of Board Resolution authorizing the establishment of an office in the Philippines; designating the resident agent to whom summons and other legal processes may be served in behalf of the foreign corporation; and stipulating that in the absence of such agent or upon cessation of its business in the Philippines, may be served to SEC any summons or legal processes as if the same is made upon the corporation at its home office.
 - 4) Financial statements for the immediate preceding year at the time of filing of the application, certified by an independent Certified Public Accountant of the home office.
 - 5) Certified copies of the Articles of Incorporation/Partnership with an English translation thereof if in a foreign language.
 - 6) Proof of inward remittance such as bank certificate of inward remittance in the amount of US\$30,000.00
 - 7) Resident Agent's Acceptance of Appointment (not necessary if agent is the signatory in the application form)
 - 8) Affidavit executed by the President or Resident Agent stating that the applicant is solvent and in sound financial condition.