



Clearance : CE Div.
IDRS No. : _____
Date :

Monitoring Div.
[] OK for acceptance

REPUBLIC OF THE PHILIPPINES
BOARD OF INVESTMENTS
INCENTIVES DEPARTMENT

CHECKLISTING FORM

Tax and Duty-Exempt Importation of Capital Equipment Under Art. 39 9 (c), Breeding Stocks & Genetic Materials Under Art. 39 (h) , & Spare Parts / Supplies Under Art. 39 (l) of E.O. 226, As Amended by R.A. No. 7918

NOTICE TO ALL APPLICANTS

In view of the transfer of evaluation function from Industry Planning Group to Incentives Department on 01 August 1995, all applications will be checklisted for three (3) working days prior to official filing. This is to give ample time to pre-evaluate your application as to completeness of documents submitted and your eligibility to avail the aforesaid incentives. Incomplete applications will not be accepted / processed/ acted upon. Your cooperation will expedite the processing of your application. Please be guided accordingly.

THE INCENTIVES DEPARTMENT

NAME OF APPLICANT	:	ADDRESS	:
CONTACT PERSON / DESIGNATION	:	TEL. & FAX NO.	:

REQUIREMENTS / DOCUMENTS TO BE SUBMITTED (/):

	1. Duly accomplished and notarized application form (in 2 sets);
	2. End-use of each equipment. End-use refers to the purpose / function & used of equipment within the plant;
	3. Computation of taxes and duties to be waived using the format indicated in application form;
	4. Pro-forma invoice / price quotation;
	5. Indorsement / clearances from MARINA, ATO, NTC, etc. for shipping, air transport, telecom equipment, etc.;
	6. Clearance from the Monitoring Division of Incentives Department as to submission of Incentives Utilization Report with copies of CA, IEIRD, release certification from DOF of previously allowed importations. This in compliance with condition no. 6 of all CA's issued;
	7. Diskette with entries on listings of items being applied for (applicable for long listings only);
	8. Certificate of Qualification (CQ) for applications under Art. 39 (l) of E.O. 226;
	9. Justification for acquisition of machinery/equipment applied if such is not within or in excess of equipment profile as presented in Final Evaluation Report. Submission of brochure / literature for said equipment may be added to the requirement;
	10. Price qoutation from local supplier / manufacturer and justification as to quality and efficiency of equipment if the equipment is found to be locally available. Certification from local supplier will be secured atating that the equipment cannot be manufactured by them;
	11. Information regarding the capacity of machine / equipment (i.e. production of machine in units per hour or per day based on the number of shifts), in case where registered capacity will be exceeded;
	12. For importation of spare parts, submission of invoice, IEIRD, B/L of the main equipment which it relates are necessary for computation of the 10% cost limitation & determination of date of arrival;
	13. OTHERS: