

ANNEX "B"

**REQUEST FOR SC & DOST CERTIFICATION
FOR APPLICATION OF DUTY EXEMPTION UNDER RA NO. 7459**

1. Inventor: _____
2. Address: _____
3. Prod. Site: _____

4. Contact Nos.: _____

5. Invention / UM / ID

1.1 Title: _____

1.2 Patent / Registration No.: _____

1.3 Date Issued: _____

6. Monthly Production of Invention / Products:

4.1 Daily/Monthly Production Capacity: _____

4.2 No. of Shifts per day _____

7. Please attach the following requirements:

- 7.1 A letter application signed by the inventor or his/her duly authorized representative including the following import documents:
 - 7.1.1 bill of lading, airway bill. Parcel post notice or shipping documents;
 - 7.1.1 TIN, commercial invoice and packing list;
 - 7.1.2 other relevant document concerning shipment.
- 7.2 Complete photocopy of Letters Patent / Utility Model Registration / Industrial Design Registration
- 7.3 Sworn statement of the inventor that the imported articles are actually, directly and exclusively needed in his/her invention/s and they are not for sale, hire or barter;
- 7.4 Certification from Department of Trade and Industry (DTI) that the proposed importation (machinery, equipment, raw materials and spare parts) are not locally available in sufficient quantity, comparable quality and reasonable price;
- 7.5 Certificate of registration of business name / SEC Registration papers / mayor's/ business permit
- 7.6 Quantity, technical specification and end-uses of proposed importation;
- 7.7 Detailed material balance to justify the quantity of equipment/raw materials needed to produce his/her invention/s;
- 7.8 Supporting documents showing that his product/s is produced on a commercial scale;
- 7.9 Tax Identification Number and registration as non-VAT tax payer
- 7.10 Latest Income tax return
- 7.11 Brief company profile which include number of employees, recent company sales, expected growth rate of the company within five (5) years
- 7.12 Duly accomplished/signed Data Privacy Consent Form (ANNEX "C")
- 7.13 Certification from regulatory bodies (if applicable).
- 7.14 Deed of Assignment (if there is any)

I hereby certify to the best of my knowledge that the above information are true and correct and that I further submit that any fraud or misrepresentation may be a ground for disqualification or revocation of tax and duty exemption under R.A. No. 7459 and/or subject to any applicable laws in the Philippines.

**(SIGNATURE OVER PRINTED NAME)
INVENTOR / MAKER / DESIGNER**