

**For application for pre-arranged employment time [Section 9(g)]**

**NAME OF PETITINER – COMPANY / ORGANIZATION:** \_\_\_\_\_

**ADDRESS OF PETITIONER:** \_\_\_\_\_

**Date of Incorporation:** \_\_\_\_\_

**Name of Petitioner’s Representative:** \_\_\_\_\_

**Position in the company:** \_\_\_\_\_

**POSITION TO BE OCCUPIED BY ALIEN IN THE COMPANY:** \_\_\_\_\_

**JOB TO BE PERFORMED BY THE ALIEN IN THE COMPANY** \_\_\_\_\_

**Primary Purpose of the company:** \_\_\_\_\_

**Alien Employment Permit No.** \_\_\_\_\_ **Valid Until** \_\_\_\_\_

**Duration of Employment Contract:** \_\_\_\_\_

**ACTUAL COMPENSATION SUBJECT TO WITHOLDING TAX:** \_\_\_\_\_

**(Certified True Copy of the contract is attached)**

**Reason for alien’s employment / engagement:** \_\_\_\_\_

**CERTIFICATION**

*I hereby certify under each that all the information in this general application form composing of two pages including the page on which this Certification is written contains true and correct information about myself as an applicant. I furthermore warrant that I have complied with all the requirements of the Bureau of Immigration with respect to my application / our position for \_\_\_\_\_, for the change of status to \_\_\_\_\_ and that I submitted duly certified copies of documents issued under the official seal of the officer having legal custody of their originals in the Philippines and foreign documents with their official translation to English duly authenticated by the counsel / embassy official in the foreign service of the Philippines in the foreign country, in compliance with the requirements of the Bureau of Immigration. I understand that my application can be denied summarily by the Bureau if it finds any statements herein to be false, if any documents submitted are found to have been falsified, or if I fail to comply with all the requirements of the Bureau of Immigration with respect to my application / petition without prejudice to whatever reason the Bureau of Immigration shall take by accordance with applicable laws of the Republic of the Philippines.*

**Date executed:** \_\_\_\_\_

**Place executed:** \_\_\_\_\_

\_\_\_\_\_  
(Applicant’s / Petitioner’s Representative Signature  
Over Printed Name)

\_\_\_\_\_  
(Applicant’s Signature over Printed Name)

CTC/ACR/Passport No. \_\_\_\_\_

Place of Issue: \_\_\_\_\_

Date of Issue: \_\_\_\_\_

Republic of the Philippines ..... )  
City / Province of ..... ) S.S.

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ day of \_\_\_\_\_ in the  
City / Province of \_\_\_\_\_ AFFIANT EXHIBITED HIS / HER CTC / ACR / Passport  
No. \_\_\_\_\_ Issued at \_\_\_\_\_ on \_\_\_\_\_  
\_\_\_\_\_.

**NOTARY PUBLIC**

Until December 31, \_\_\_\_\_

PTR No. \_\_\_\_\_

IBP O.R. No. \_\_\_\_\_

Doc. No. \_\_\_\_\_

Book N. \_\_\_\_\_

Page No. \_\_\_\_\_

Series No. \_\_\_\_\_

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**ASSESSMENT OF FEES / PENALTIES, when applicable**

FILLING FEE O.R. NO. \_\_\_\_\_ Date \_\_\_\_\_

EXPRESS FEE O.R. NO. \_\_\_\_\_ Date \_\_\_\_\_

PROCESSING FEE O.R. NO. \_\_\_\_\_ Date \_\_\_\_\_