

"NOT FOR SALE"**BUREAU OF IMPORT SERVICES****Import Administration Division**3rd Floor, OPPEN Bldg., #349 Sen. Gil Puyat Avenue,

Makati City, Metro Manila, Philippines 1200

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E-mail address: bis_ird@yahoo.com Web Page: www.business.gov.ph**APPLICATION FORM****NO-DOLLAR IMPORTATION OF USED MOTOR VEHICLE****(EXECUTIVE ORDER 156)**

A. PERSONAL INFORMATION	
NAME OF APPLICANT:	
DATE OF BIRTH:	CIVIL STATUS:
NATIONALITY:	PASSPORT NO.:
IMMIGRANT CARD (I-CARD):	TYPE OF VISA:
LENGTH OF STAY ABROAD:	OCCUPATION:
NAME OF SPOUSE:	
FOREIGN ADDRESS:	
PHILIPPINE ADDRESS:	
CONTACT PERSON:	TEL. NO./FAX NO/E-MAIL ADDRESS:
B. DESCRIPTION OF MOTOR VEHICLE	
TARIFF HEADING:	
MAKE:	
ENGINE DISPLACEMENT (CC):	ENGINE NO.:
COLOR:	YEAR MODEL:
TYPE OF FUEL:	GROSS VEHICLE WEIGHT: (Not to exceed 3,000 kgs.)
VEHICLE IDENTIFICATION NO.:	
DATE OF REGISTRATION:	

I hereby declare that the information in this application form are true and correct to the best of my knowledge and belief, that they are given voluntarily and without fraudulent or deceitful purpose, and that I am aware that any false statement will make me liable under the provisions of the Revised Penal Code.

APPLICANT

(Print complete name and signature)

SUBSCRIBED AND SWORN TO BEFORE ME, this ____ day of _____, Affiant exhibiting to me his/her Residence Certificate No. _____ issued at _____ on _____.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____

PTR No. _____
Valid Until _____
Series of _____

REPUBLIC OF THE PHILIPPINES)
) S.S.

AFFIDAVIT OF UNDERTAKING

I, _____ (Applicant), of legal age, married/single and residing at _____ after having been duly sworn to in accordance with the law, hereby depose and state:

1. That as principal applicant, I am authorizing _____ whose signature appears below to be my representative;
2. That this is the first time that I have applied for importation under the No Dollar Importation Program (NDI Program).
3. That I am the registered owner of the subject motor vehicle for at least six (6) months prior to the filing of this application.
4. That my co registered owner(s) has/have waived their right over the motor vehicle and has authorized me to transport the said motor vehicle to the Philippines.
5. That I undertake to present the original documents stated in the application form and commit to a personal interview prior to the release of my shipment.
6. That failure on my part to comply with any of the above shall be a cause for the Bureau of Import Services to object to the release of my shipment from the Bureau of Customs.
7. That I further bind myself to answer for any criminal, civil or administrative case that may arise relative to the aforesaid application.

IN WITNESS WHEREOF, Affiant hereby affixed his/her signature this _____ at _____.

Applicant

Representative

SUBSCRIBED AND SWORN TO BEFORE ME, this ___ day of _____. Affiant exhibiting to me his/her Residence Certificate No. _____ issued at _____ on _____.

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CHECKLIST OF REQUIREMENTS

BASIC REQUIREMENTS:

IMPORTER

- ◆ Has resided abroad for at least one (1) year (accumulated within 3 year period of his/her stay abroad up to the date of filing of the application).
- ◆ Immigrants holding 13g or 13a visa or Dual Citizen
- ◆ SRRVisa Holder under the Philippine Retirement Act
- ◆ 47A2 Visa Holder under the Balik-Scientist Program

MOTOR VEHICLE

- a) Left Hand Drive
- b) Not to exceed 3,000 kgs. GVW
- c) Registered under the name of the qualified importer for at least six (6) months prior to the submission of the application to the Bureau of Import Services.
- d) Certificate of Emission Compliance (CEC) from country of origin duly authenticated by the Philippine Embassy abroad.(under CAA,RA 8749)

DOCUMENTARY REQUIREMENTS:

FOR PHILIPPINE PASSPORT HOLDERS

- a) Completely Filled-out and Notarized BIS Application Form;
- b) Notarized Affidavit of Undertaking;
- c) 1 copy of 2x2 picture with signature;
- d) Original or authenticated copy of complete pages of old and new passport;
- e) Original or authenticated copy of Car Title or Registration;
- f) Processing fee of One Thousand Five Hundred Pesos (Php1,500.00) for cars and Nine Hundred Pesos (Php900.00) for motorcycle.

FOR FOREIGN PASSPORT HOLDERS (13A or 13G VISA HOLDER or DUAL CITIZEN)

FOR FOREIGNERS UNDER THE PHILIPPINE RETIREMENT ACT (Holder of SRRVisa)

FOR FILIPINOS/FOREIGNERS OF FILIPINO DESCENT UNDER THE BALIK SCIENTIST PROGRAM (47A2 Visa)

- a) Completely Filled-out and Notarized Application Form;
- b) Notarized Affidavit of Undertaking;
- c) 1 copy of 2x2 picture with signature;
- d) Original or authenticated copy of complete pages of old and new Philippine passport;
- e) Original or authenticated copy of old and new foreign passport stamped with valid 13A or 13G Visa or SRRVisa or 47A2 Visa, as the case maybe;
- f) Identification Certificate issued by the Bureau of Immigration or Philippine Consulate/Embassy for Dual Citizen
- g) Original or authenticated copy of Car Title or Registration;
- h) Processing fee of One Thousand Five Hundred Pesos (P 1,500.00) for cars and Nine Hundred Pesos (P 900.00) for motorcycle, and
- i) Alien Certificate of Registration (ACR) and Immigrant Certificate of Residence (ICR) or Immigrant Card (I-Card).
 - ◆ Authentication is required only when original documents cannot be presented, unless expressly stated.
 - ◆ Non-original documents shall be authenticated by the Philippine Consulate/Embassy abroad.

NOTE:

- ❖ Importation of motor vehicles are subject to payment of taxes and duties.
- ❖ Personal appearance of applicant at the BIS is required prior to the release of the motor vehicle from Bureau of Customs (BOC).
- ❖ Secure local Emission Certificates prior to LTO registration under CMO No. 34-2001 in accordance with Section 2, Rule XXXII of the Clean Air Act (RA 8749).
- ❖ An individual can avail of the program only once (under paragraph 5.1.1 of the guidelines).
- ❖ Only one vehicle shall be allowed per family (composed of the husband, wife and unemancipated minor children) (under paragraph 5.1.2 of the guidelines).
- ❖ There shall be no resale of the motor vehicle for three years (under EO 156 section 3, paragraph 3.1.1).
- ❖ After complying with all the above requirements, please submit to this office. Your documents shall be evaluated and you shall be issued an authority to import your motor vehicle if found qualified.