

**FAIR TRADE ENFORCEMENT BUREAU****Import Regulation Division**

UPRC Bldg. VI, 315 Sen. Gil Puyat Avenue,

1200 Makati City, Philippines

Telephone No.: (632) 403.1417 / Fax No.:

E-mail address: [ftfeb\\_ird@dti.gov.ph](mailto:ftfeb_ird@dti.gov.ph) Website: [www.dti.gov.ph](http://www.dti.gov.ph)

**APPLICATION FORM**  
**NO-DOLLAR IMPORTATION OF USED MOTOR VEHICLE**  
**(E.O. No. 156 as amended by E.O. No. 877-A)**

Date: \_\_\_\_\_

|  |   |
|--|---|
| <b>A. APPLICANT'S INFORMATION</b>      |   |
| 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>B. DESCRIPTION OF MOTOR VEHICLE</b> |   |
| MAKE:                                  | TARIFF HEADING:                                     |
| ENGINE DISPLACEMENT (CC):              | ENGINE NO.:   |
| COLOR:                                 | YEAR MODEL:   |
| TYPE OF FUEL:                          | GROSS VEHICLE WEIGHT:<br>(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 abilities, 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 20 \_\_\_\_\_

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 submitting authentic/genuine documents as required by the Fair Trade Enforcement Bureau (FTEB).
4. That I am the registered owner of the subject motor vehicle for at least six (6) months prior to the filing of this application and that my vehicle does not exceed the allowable gross vehicle weight of 3,000 kgs.
5. 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.
6. That the vehicle has not yet arrived in the Philippines.
7. That the motor vehicle is a roadworthy and emission compliant as certified by the appropriate agency in the country of origin (please see attached documents).
8. 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.
9. That failure on my part to comply with any of the above shall be a cause for the Fair Trade Enforcement Bureau to nullify the FTEB Certificate of Authority to Import and object to the release of my shipment from the Bureau of Customs.
10. 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 \_\_\_\_\_.

\_\_\_\_\_  
**NOTARY PUBLIC**

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_

PTR No. \_\_\_\_\_  
Valid Until \_\_\_\_\_  
Series of 20 \_\_\_\_\_

## CHECKLIST OF REQUIREMENTS

### I. BASIC REQUIREMENTS:

#### A. IMPORTER

Philippine passport holders who have 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 Citizens

SRR Visa Holder under the Philippine Retirement Act

47(a)(2) Visa Holder under the Balik-Scientist Program

#### B. MOTOR VEHICLE

Left Hand Drive

Not to exceed 3,000 kgs. GVW

Registered under the name of the qualified importer for at least six (6) months prior to the submission of the application. Co-owner to submit Affidavit of Waiver.

Certificate of Roadworthiness and Emission Compliance (CEC) from country of origin duly authenticated by the Philippine Embassy abroad. (under CAA, RA 8749)

### II. DOCUMENTARY REQUIREMENTS:

Completely filled-out and notarized FTEB Application Form;

Completely filled-out and notarized Affidavit of Undertaking;

1 copy of 2x2 picture with signature;

Picture of the motor vehicle;

Original or authenticated copy of Car Title or Registration with English translation if necessary,

Processing fee of One Thousand Five Hundred Pesos (Php1,500.00) for cars and Nine Hundred Pesos

(Php900.00) for motorcycle.

#### Additional requirements for the following:

1. **Philippine Passport Holders:**

Original or authenticated copy of pages with entries of both old and new passport

2. **Dual Citizens:**

Original or authenticated copy of Philippine and Foreign passport

Original or authenticated copy of Identification Certificate or Oath of Allegiance issued by the Bureau of

Immigration or Philippine Consulate/Embassy in lieu of a Philippine passport

3. **Foreign Passport Holders (13A & 13G visa Holders)**

Original or authenticated copy of passport, stamped with a valid 13A or 13G visa

Immigrant Card (I-card)

**4. Foreigners Under the Philippine Retirement Act (PRA) (SRR Visa)**

Original or authenticated copy of passport, stamped with a valid SRR visa

**5. Filipinos/Foreigners of Filipino Descent Under the Balik-Scientist Program (47A2 Visa)**

Original or authenticated copy of passport, stamped with a valid 47A2 visa

**Page 4/4**

**NOTE:**

- Authentication is required when original documents cannot be presented, unless expressly stated.
- Non-original documents shall be authenticated by the Philippine Consulate/Embassy abroad
- Certificate of car title or registration from UAE shall be authenticated by the UAE Ministry of Foreign Affairs (MOFA) and consequently certified by the Philippine Consulate/Embassy in UAE.
- Importations of motor vehicles are subject to payment of taxes and duties.
- Personal appearance of applicant at the FTEB is required prior to the release of the motor vehicle from Bureau of Customs (BOC).
- Only one vehicle shall be allowed per family (composed of the husband, wife and unemancipated minor children) and can avail of the program only once (under Part II Sec. 3, par. d.3 of the guidelines of EO 156 as amended by EO 877-A)
- There shall be no resale of the motor vehicle for three years (under EO 156 as amended by EO 877-A).
- Must file within two years of arrival.
- Submit to the FTEB the abovementioned requirements for evaluation and subsequent issuance of an authority to import, if found qualified.