

| • | eSPARC Home | Login 🛞 |
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| | Welcome to SEC eSPARC Electronic Simplified Processing of Application for Registration of Company Click here to get started | |
| | Notice: SEC ZERO Processing is now available! Luper Easy Registration Online (ZERO) OpeSEC and Regular Applications seamlershi incorporated into SEC's eSECUEF and eSAP platforms | 4 |
| | Click here to learn more | |

URL: https://esparc.sec.gov.ph

The SEC-ZERO with Regular Processing

SEC Zuper Easy Registration Online (ZERO) is an Electronic Simplified Processing of Application for Registration of Company (eSPARC) application that seamlessly integrates with the Electronic SEC User Registration Environment (eSECURE) and Electronic Submission Authentication Portal (eSAP) platforms. This allows applicants to digitally authenticate the system-generated forms through eSAP, thereby eliminating the need for physical signing and notarization of the registration documents. Submission of hardcopies of registration documents will also be removed thus facilitating a complete, end-to-end, paperless registration process. The digitally authenticated certificate of incorporation will be automatically generated by the system and has the same validity as the original certificate. SEC Zero enables applicants to register their companies anytime and from anywhere in the world.



Steps in Applying SEC ZERO with Regular Processing

1. To apply, select Regular Processing, click the "Proceed" button.



Home

Login (8)



2. A brief description of the application is shown to allow users to choose on what application they prefer, for regular processing select "Proceed Regular with Zero Processing Application"

eSPARC

Regular Processing

This is a facility to cater application for registration of One Person Corporation (OPC) and Domestic corporations (stock and non-stock) with 2 or more incorporators who may either be natural person, partnership, association or corporations, singly or jointly with others but not more than fifteen [15] in number. The system allows the applicant or his duly appointed representative to submit the proposed company name and input details of the articles of incorporation for review of the Commission.

Aside from this, application for the recording of partnerships and license to do business for foreign corporations are now available in the ESPARC

Applicant will be advised on the status of the review through the email address indicated on the application form within seven (7) working days.

Once the application is qualified for payment, applicant may pay the registration/license fees specified on the Payment Assessment Form (PAF) to any of the payment gateways (eSPAYSEC, Landbank Over-the-Counter).

After payment, please submit a copy of the proof of payment together with the two (2) hard copies of originally signed AND authenticated or notarized registration documents through a two-way transmittal system via courier/registered mail addressed to the SEC Main Office or to the selected Extension Office anytime within sixty (60) calendar days from the date of approval stated in the Certificate of Incorporation.

However, if the registration application is disapproved, representative of the applicant corporation has to edit and/or correct the data in the application form/s as set forth in the compliance notice of the assigned name verifier/processor to facilitate the processing of its application. The application and reapply accordingly should it be deemed necessary. Please download the user quick to know the step-step procedures of the set.

Select processing type



Regular with ZERO Processing

Registered applications will receive a **Digitally Signed Certificate of Incorporation** from SEC. This certificate bears the same legal validity as with original certificate.

Note: Please ensure that all Corporate Officers authenticating the application documents are registered and credentialed in the eSECURE to authenticate documents in the SEC's electronic submission authentication portal (eSAP).

Covered Company Types:

- Stock Corporation
 - All Filipino or with foreign equity corporation
 One Person Corporation
 - Corporation with 2 to 15 incorporators
- Non-stock Corporation
 - All Filipino or with foreign equity corporation
 - Corporation Sole
 Foundation
 - Federation
 - Condominium Corporation
 - Non-stock/Non-profit



Regular Only

Registered applications will get a **Digital Certificate of Incorporation** valid for six (6) months from the date of registration

The **Original Certificate of Incorporation** shall be released only upon presentation and submission of all documentary requirements stated in the general provisions

Covered Company Types:

- Stock Corporation
- · All Filipino or with foreign equity corporation
- One Person Corporation
- Corporation with 2 to 15 incorporators
- Lending & Financing Companies
 Non-stock Corporation
- All Filipino or with foreign equity corporation
 - Corporation Sole
- Foundation
- Federation
- Condominium Corporation
- Non-stock/Non-profit
- Partnership
 General Partnership
 - Professional Partnership
 - Limited Partnership
- Foreign Stock Corporation
- Branch Office
- Representative Office
- Regional Operating Headquarters
 Foreign Non-stock Corporation
- Branch Office
- Representative Office
- · Regional or Area Headquarters
- Foundation

Proceed Regular with ZERO Processing Application

User Guide

User Guide



3. An overview of the process is shown once you select Regular application, click the "Continue to Regular with Zero Processing Application Form" button.

| SEC ZERO eS | ARC Regular Processing |
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| By using this facility and procee | ing to the application form, you agree on the following: |
| That you have read and unc That you shall provide all th defrauding the Philippine Gr That you shall pay the appli specified period once the appli | stood the privacy policy ; secessary information in pursuance of your company's application for registration or license, and said information are true and correct and were entered without an emment; ble fees, and submit proof of payment together with the originally signed AND authenticated* or notarized hard copies of the registration requirements to SEC with ication form is approved; |
| PRIVACY POLICY | |
| 1. What personal informatic | do we collect? |
| We collect the following person | linformation: |
| Full name Gender Date of Birth Tax Identification Number (1 Mobile Phone Number Email Address Address Nationality | 1) |
| 2. How do we collect the pe | onal information? |
| We collect, use and process t | personal information provided through electronic or automated means to proceed in this registration system. |
| 3. Why do we need to colled | the personal information? |
| The collected personal inform | on will be utilized in the processing of the above mentioned applications for registration. |
| 4. How do we keep your pe | onal information secure? |
| Only authorized SEC personr a secured database. We use | are granted access to the personal information collected through the registration system. The collected personal information via the internet or other electronic me asonable security safeguards to protect the information gathered from any loss, unauthorized access, use or disclosure. |
| 5. What are the rights of the | ata subjects? |
| Under the Data Privacy Act of information, right to access, ri | 012, data subject refers to an individual whose personal information is collected and processed. We are duly bound to observe and respect your privacy rights, inc it to correct, right to remove, right to damages and right to data portability. |
| CONSENT FORM OF SYSTEM U | ER CONTRACTOR OF CONTRACTOR |
| By using this facility and by provion nationalities, TIN/passport nos., e purpose of processing your applip partnership, association or corpor requirements for registration. | g your personal data, you hereby authorize the Securities and Exchange Commission (SEC) to collect, store, and process the said data, Data such as but not all addresses and mobile numbers with the use of electronic or automated means, shall be stored within the period allowed under applicable laws, rules and tion for registration either as One Person Corporation (OPC) and Domestic corporations (stock and non-stock) with 2 or more incorporators who may eithe ons, singly or jointly with others but not more than fifteen (15) in number. You also acknowledge and consent to the collection and processing of your persons |
| Moreover, the required data and c in the Philippines. | ditions set forth shall apply also to partnerships for the purpose of recording its Articles of Partnerships and foreign corporations for the purpose of securing its lic |
| | |



4. The Applicant will be redirected to "Name Verification Tab" and must fill out all the required details, once completed click the "Next" button.

| SEC-ESPARC | | | | Login to (|
|---|--|---|----------------------------|--|
| SEC ZERO | REGULAR with ZERO Pro STATUS: NEW | cessing | | X Cancel Applica |
| Note: Please ensure that all Corporate Officers authenticating the application documents are registered and credentialed in the aSECURE to authenticate documents in | Step 1 Name Verification | | | |
| the SEC's electronic submission authentication portal (eSAP). | PROCESSING OFFICE | | | |
| | - Choose Processing Office - | | | |
| Fill-up Form Note: eSECURE ID of all signatories are required in encoding the application. | SEC Office where application shall be subm | nitted and processed. | | |
| SEC Review | APPLICANT/AUTHORIZED REPR | RESENTATIVE CONTACT DETAILS | | |
| Wait for the pre-approval of your application | Last Name * | First Name * | | Middle Name • |
| | | Ex. DAVID JR., JOHN II | II | |
| via eSAP | | Include suffix name on firs | st name | (Check if no Middle name) |
| An email/SMS notification will be sent to all signatories for the authentication of | Position * | TIN * | | Gender • |
| documents. | | | | Select Gender. |
| Pay Registration Fees | Mobile * | Phone | | Email Address * |
| Payment can be conveniently made online via SEC eSPAYSEC or in person at any Landbank Branch nationwide. | - 0000 120 4001 | | | OTP and application status will be sent to this email. |
| Download Digitally Signed Certificate of | COMPANY TYPE Reset | | | |
| Digitally signed Certificate of Incorporation | Company Type * | | Company Subtype * | |
| bears the same legal weigh as the original. The submission of hard copies of documentary requirements is no longer | Select Company Type | | Select Subtype | |
| required. | Select Classification | | ~ | |
| Continue to Philippine Business Hub For registration with the BIR. Social Agencies. | | | | |
| LGUs, and FDA. | Major Industry Classification | | Industry Classification Gr | 010 * |
| | Select | | Select | |
| | COMPANY NAME | | | |
| | | | | Clicx here for Corporation Name Guidel |
| | Company Name * | | | Suffix * Select Suffix |
| | Please be informed that the font case use | ed will be the one reflected in the certificate. | | |
| | Acronym weaning | | | |
| | Spell out Company Name acronyms/abbr | reviations. | | |
| | UWith Trade Name? | | | |
| | | | ⊖ Next | |
| | | | | |
| | Please download the u | Iser guide to know the step-by-step procedures of | f the system. | |

 For Company name guidelines, you may click the blue rectangular line for more information. Below are the guidelines for creating a company name



Corporation Name Guidelines

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Rule 1. Words that are deemed offensive and foul cannot be used

Rule 2. Words that have vague definitions and those which are subject to differing definitions cannot be used.

Rule 3. Company names that are already registered in the SEC cannot be used.

Rule 4. Internationally and globally known company names cannot be used.

Rule 5. Brand names that are known globally or internationally cannot be used.

Rule 6. Names that are temporarily reserved during its application in the SEC cannot be used.

Rule 7. Trade names that are temporarily reserved during its application in the SEC cannot be used.

Rule 8. Trade names that are already registered in the SEC cannot be used.

Rule 9. Company Name Acronym definitions that are temporarily reserved during its application in the SEC cannot be used.

Rule 10. Company Name Acronym definitions that are already registered in the SEC cannot be used.

Rule 11. Words that are under the ownership of other companies cannot be used.

Rule 12. Names that are restricted by registered companies cannot be used.

Rule 13. Names that are restricted by the industry type of the applying company canot be used.

Rule 14. Words that are required to be used by the industry type of the applying company cannot be used.

Rule 15. Words that are not required but are used by the industry type of the applying company cannot be used.

Rule 16. Names of geographical places such as barangays, towns and cities cannot be used.

Rule 17. Names that are identical with company names in the other index collections cannot be used.

Rule 18. Words restricted by the company type of the applying company cannot be used.

Rule 19. Words required to be used by the company type of the applying company cannot be used.

Rule 20. Words which can only be used exclusively to certain industries cannot be used.

Rule 21. Amended Guidelines and Procedures on the Use of Corporate and Partnership Names - http://www.sec.gov.ph/wp-content/uploads/2020/01/2019MCNo13n.pdf.

OK

Please download the user guide to know the step-by-step procedures of the system.



5. A summary of your application will be shown before proceeding to the next step, click the "Save and Proceed" button.

| 🅼 s | EC-ESPARC | | | Login to eSECUR |
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| 0 | Fill-up Form Note: eSECURE ID of all signatories are required in encoding the application. | Company Name: | Childrens Choice Toy store OPC | |
| 0 | SEC Review Wait for the pre-approval of your application | Applicant/Authorized Representative Email Processing Office | KAF kev SEC Main Office | |
| 0 | Authenticate Documentary Requirements via eSAP An emai/SMS notification will be sent to all signatories for the authentication of documents. | Company Type Classification Industry Sub-Industry | Stock Corporation - One Person Corporation ALL FILIPINO - Natural Person WHOLESALE AND RETAIL TRADE: REPAIR OF MOTOR VEHICLES AND MOTORCYCLES Retail sale via stalls and markets | |
| 0 | Pay Registration Fees Payment can be conveniently made online via SEC eSPAYSEC or in person at any Landbank Branch nationwide. | | € Back | Save and Proceed -> |
| 0 | Download Digitally Signed Certificate of Incorporation Digitally signed Certificate of Incorporation bears the same legal weigh as the original. The submission of hard copies of documentary requirements is no longer required. | | | |
| 0 | Continue to Philippine Business Hub For registration with the BIR, Social Agencies, LGUs, and FDA. | | | |
| | | Please download the u For further inquiries a | ser guide to know the step-by-step procedures of the system. and assistance, please email cprd_registration@sec gov.ph | |

6. The Confirmation dialogue box will show before proceeding, click the "Ok" button.





7. The Applicant will be redirected to Company Details Tab, fill out the necessary details and once completed, click the "Save and Proceed" button.

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| 3 | SEC ZERO | REGULAR with ZERO Proce | essing | | Continue Later 🗙 Cancel A | pplicati |
| | Note: Please ensure that all Corporate | Name Verification Status (Initial Syste | em Verification) | | | |
| | documents are registered and credentialed in the eSECURE to authenticate documents in | You may proceed with the application. Name ve | rification will be subject to validation by the name | ne verification officer. The propo | sed company name and/or trade name/s will be presented | l in the |
| | the SEC's electronic submission authentication portal (eSAP). | downloadable forms and certificate/license exact | tly the same as how they were entered. | | | |
| | | Note: The fact that the proposed company name change of name. No expense for the printing or | and/or trade name/s is available at the date vi posting in the internet using a verified name sh | erified, it is not to be regarded a ould be incurred until registratio | s an approval of the registration of the company or any app n takes effect. | plication f |
| 9 | Fill-up Form | Click here to retry OR | k here to Reserve Company Name/s | | | |
| | Note: eSECURE ID of all signatories are required in encoding the application. | **Please make sure to update application detail | s first to record all changes made to this form | - | | |
| | and Devileur | | | | | |
| Ĩ. | Wait for the pre-approval of your application | Company Name: Childrens Choice | Toy store OPC Completed | Initial Name Verification F | Result: | |
| | | | | Subject to further review | of the SEC Name Verification Officer. | |
| | Authenticate Documentary Requirements via eSAP | | | | | |
| | An email/SMS notification will be sent to all signatories for the authentication of | | | | | |
| | documents. | | | | | |
| 0 | Pay Registration Fees | | | | | |
| | Payment can be conveniently made online via SEC eSPAYSEC or in person at any | ✓ Step 1 Step 2 | | | | |
| | Landbank Branch nationwide. | Name Verification Company Details | | | | |
| | Download Digitally Signed Certificate of | PURPOSE | | | | |
| | Incorporation Digitally signed Certificate of Incorporation | Primary Purpose * | | | | |
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| | documentary requirements is no longer required. | | | | | |
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Note: On the upper part of the "Name Verification Tab" a detailed status is shown, informing the applicant of the status of their proposed corporate name.



8. Applicant will now be directed to the "Capital Structure Tab", complete the necessary details and click "Save and Proceed"

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| | A verification link ha P | as been sent to the official email addresses. Please check the r lease note that the verification process must be completed before | nessage inbox for the link. If you don't see it in your inbox, ore you can proceed with the submission of the company's | remember to check your spam folder as well, registration application. |
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| | Officers authenticating the application documents are registered and credentialed in | Name Verification Status (Initial System Ver | ification) | |
| | the eSECURE to authenticate documents in the SEC's electronic submission | downloadable forms and certificate/license exactly the s | ame as how they were entered. | The proposed company name analyrinate names will be presented in the |
| | aunenication portal (eSAP). | Note: The fact that the proposed company name and/or change of name. No expense for the printing or posting | trade name/s is available at the date verified, it is not to be in the internet using a verified name should be incurred un | e regarded as an approval of the registration of the company or any applicati till registration takes effect. |
| 2 | Fill-up Form | Click here to retry OR Click here | to Reserve Company Name/s | |
| | required in encoding the application. | **Please make sure to update application details first to | record all changes made to this form | |
| > | SEC Review | Company Name: Childrens Choice Toy store | e OPC Completed Initial Name | Verification Result: |
| | wait for the pre-approval of your application | | Company N Subject to fu | iame: Childrens Choice Toy store OPC uther review of the SEC Name Verification Officer. |
| ľ. | Authenticate Documentary Requirements via eSAP | | | |
| | An email/SMS notification will be sent to all signatories for the authentication of documents | | | |
| | | | | |
| | Pay Registration Fees Payment can be conveniently made online via | | | |
| | Landbank Branch nationwide. | Step 1 Step 2 Step 3 Name Verification Company Details Capital S | Itructure | |
| | Download Digitally Signed Certificate of | CAPITAL STRUCTURE & OTHER DETAIL | LS | |
| | Digitally signed Certificate of Incorporation | E Capital Structure Details * | | |
| | The submission of hard copies of documentary requirements is no longer | | | +Add Capital Structur |
| | required. | **Total Authori Capital Stock (PH Pas | zed Total Subscrit | bed Total Paid-Up update |
| | Continue to Philippine Business Hub For registration with the BIR. Social Agencies. | No results found. | | |
| | LGUs, and FDA. | | | |
| | | | | |
| | | I Authorized Capital Stock Details * | | |
| | | | | + Add Detail |
| | | # Type Of Share No results found. | No. of Shares | Par Value Amount [®] Update Ren |
| | | TOTAL | . 0 | 0.00 |
| | | NOTE: Total Amount [®] must be equal to Total Authorized Ca | apital Stock Amount ^{*a} . | |
| | | | | |
| | | Additional/Special Provision/s (OPTIONAL) | | |
| | | Articles of Incorporation | | |
| | | By-Laws | | |
| | | | | |
| | | Fiscal Year Details | | |
| | | Click here to use Calendar Year | Fiscal Year Start Date (month, day) * | Fiscal Year End Date (month, day) " |
| | | | | Fiscal Year End Date must be the previous day of Fiscal Year Start Date |
| | | Term of Existence (Pernetual or Versa) | Business Antivity * | |
| | | Select | - Choose Business Activity- | v |
| | | Type the year in the field then click enter if not ex the drop-down selection | isting in | |
| | | | ← Back to Step 2 Save and F | Proceed -> |
| | | | | |



Note: Please see the notification link highlighted in blue, which informs the applicant to verify the link sent on your registered email address

A verification link has been sent to the official email addresses. Please check the message inbox for the link. If you don't see it in your inbox, remember to check your spam folder as well.

9. Applicant will be directed to step 4 "Company Officers Tab", complete the necessary details, click the "Click here to confirm", then click "Save and Proceed.

| <complex-block> A Contract Contr</complex-block> | | | | | | | | | |
|--|---|---|--|--|--|--|--|--------------------------------|-----------------------|
| A constrained and a constrained on the con | 8 | SEC ZERO | REGULAR with ZERO Processing STATUS: Draft | I | | | Continue | Later × Ca | ncel Appl |
| <form></form> | | Note: Please ensure that all Corporate | Name Verification Status (Initial System Verifi | cation) | | | | | |
| <form></form> | | documents are registered and credentialed in the eSECURE to authenticate documents in the SEC's electronic submission | You may proceed with the application. Name verification w downloadable forms and certificate/license exactly the same | I be subject to validation by e as how they were entered | the name verification officer. The | e proposed compar | iy name and/or tra | de name/s will be pro | esented in t |
| Image: state of the state of th | | authentication portal (eSAP). | Note: The fact that the proposed company name and/or tra change of name. No expense for the printing or posting in | de name/s is available at th he internet using a verified i | e date verified, it is not to be regi name should be incurred until reg | irded as an approv istration takes effe | al of the registratic ct. | in of the company or | any applica |
| Find main provide a strategy of a s | 9 | Fill-up Form Note: eSECURE ID of all signatories are required in encoding the application. | Click here to retry OR Click here to "Please make sure to update application details first to re | Reserve Company N | lame/s | | | | |
| Image: Section Control | 0 | SEC Review | Company Name: Childrens Choice Toy store O | •c ~ co | mpleted Initial Name Verifi | cation Result: | | | |
| In all Image: Section 1 | 0 | Authenticate Documentary Requirements | | | Company Name: Subject to further | Childrens Choice review of the SEC | Toy store OPC Name Verification | Officer. | |
| Prevenue Pr | | via eSAP An email/SMS notification will be sent to all signatories for the authentication of documents. | | | | | | | |
| Provide a constraint of the | 0 | Pay Registration Fees Payment can be conveniently made online via SEC eSPAYSEC or in person at any Landbank Branch nationwide. | ✓ Step 1 ✓ Step 2 ✓ Step 3 Name Verification Company Details Capital Stru | Step 4 Company Officers | 3 | | | | |
| New Mark We make make make make make make make mak | 0 | Download Digitally Signed Certificate of | Treasurer | | | | | | |
| | | Digitally signed Certificate of Incorporation bears the same legal weigh as the original. The submission of hard copies of documentary requirements is no longer requirem | Click here if Treasurer is self-appointed | within 15 days from appre | oval of the registration | | | | |
| By the BRL, Social Agence, Status Secure 4 and Status Column and Data Plases agen port (1) Social Adences Notinees and Ruthmais Notinees and Ruthm | 0 | Continue to Philippine Business Hub | I Stockholder/Nominee Details (NE QUINE |) | | | | | |
| Plase assign not (1) Stochadder, control (1) Mannee and cont (1) Mannee Mannee. | | For registration with the BIR, Social Agencies, LGUs, and FDA. | | | | | | Showin | ng 1-3 of 3 i |
| Image: Nationality Position Subscription Details New off Amount Pail Update Image: Nationality Position Subscription Details Subscripion Details Subscription D | | | Please assign one (1) Stockholder, one (1) Nominee Stockholder, Nominee and Alternate Nominee must | and one (1) Alternate Nomi ot be the same person | nee. | | | + 4 | Add Office |
| 1 MARUA Philippine, Figuno Comme 100,000 100,0000 100,0000 I < | | | # Name Nationality | Position | Subscription Details | No. of Shares Subscribed | Amount Subscribed ^{*2a} | Amount Paid ^{*3a} | Update R |
| 2 Julian Phippine, Fighro Nomme* Image: Fighro Nom* Image: Fighro Nom* | | | 1 MARIA RUZ Philippine, Filipi | o Stockholder 0 | Common - Voting - with Par - 100,000 | 100,000 | 100,000.00 | 100,000.00 | |
| 1 Hull with O Philippine, Flippino Alternate Nominee TOTAL 100,000 100,000.00 2 Capital Structure Details Suscender Capital St | | | a JUA S Philippine, Filipi | o Nominee | | | | | |
| Total 10,000 100,000.00 100,000.00 Capital Structure Details Back for Gauta Back: Photocono 2 Subscription Details Image: Details Remaining No. of Shares for Subscription Common - Voting - with Plan 1.00 100,000 0 Tetal 100,000 0 0 Wite 1.00 100,000 0 I. Total 1.00 100,000 0 Wite 1.00 100,000 0 I. Total 1.00 100,000 0 Vite 1.00 100,000 0 I. Total 1.00 100,000 0 Vite 1.00 100,000 0 I. Total Amount Paid ³⁴ must be equal to P100,000.00 0 0 I. Total Amount Paid ³⁴ must be equal to P100,000.00 0 0 I. total Amount Paid ³⁴ must be equal to P100,000.00 0 0 I. total Amount Paid ³⁴ must be equal to P100,000.00 0 0 I. total Amount Paid ³⁴ must be equal to P100,000.00 0 0 I. total Amount Paid ³⁴ must be equal to P100,000.00 0 0 | | | 2 HAL YO Philippine, Filipi | o Alternate Nominee | | | | | |
| Capital Structure Details Subscription Details In 50,000 100,000,00 Subscription Details Par Value Total No. of Shares Subscription Common - Voing - with Par 100 100,000 0 Note: In 50,000 In 50,000 0 In 50,000 0 In 50,000 0 Note: In 50,000 In 50,000 0 In 50,000 0 In 50,000 0 In 50 Total 100,000 0 In 50,000 0 In 50,000 0 Note: In 51,000 Total 100,000 0 In 50,000 | | | 3 | | | | | | |
| Subscription Details Par Value Total No. of Shares Subscription Remaining No. of Shares for Subscription Common - Voling - with Par Par Value Total No. of Shares Subscription 0 Common - Voling - with Par Total No. of Shares Subscription 0 Note: Total Amount Subscription ³⁰⁰ must be equal to P100.000.00 0 1 Total Amount Pard ³⁰⁰ must be equal to P100.000.00 0 1 Intel Amount Pard ³⁰⁰ must be equal to P100.000.00 0 1 Intel Amount Pard ³⁰⁰ must be equal to P100.000.00 0 1 Intel Amount Pard ³⁰⁰ must be equal to P100.000.00 0 1 Intel Amount Pard ³⁰⁰ must be equal to P100.000.00 0 1 Intel Amount Pard ³⁰⁰ must be equal to P100.000.00 0 1 Intel Amount Pard ³⁰⁰ must be equal to P100.000.00 0 1 Intel Amount Pard ³⁰⁰ must be equal to P100.000.00 0 1 Intel Amount Pard ³⁰⁰ must be equal to P100.000.00 0 1 Intel Amount Pard ³⁰⁰ must be equal to P100.000.00 0 1 Intel Amount Pard ³⁰⁰ must be equal to P100.000.00 0 1 Intel Anthonic Pard ³⁰⁰ must be equal to P100.000.00 0 <td></td> <td></td> <td>Capital Structure Details Subscribed Capital Stock: P100,000.00 Paid-Up Capital Stock: P100,000.00</td> <td></td> <td>TOTA</td> <td>L 100,000</td> <td>100,000.00</td> <td>100,000.00</td> <td></td> | | | Capital Structure Details Subscribed Capital Stock: P100,000.00 Paid-Up Capital Stock: P100,000.00 | | TOTA | L 100,000 | 100,000.00 | 100,000.00 | |
| Image: Type Par Value Total Value Total 00,000 Remaining No. of Shares for Subscription Common - Voting - with Par 100 100,000 0 0 Total 100,000 0 0 0 Note: 1 1 100,000 0 0 2. Total Amount Subscribed ³⁰ must be equal to P100,000 ob 2 2 2 2 1. Ital Amount Subscribed ³⁰ must be equal to P100,000 ob 2 2 2 2 1. Ital Amount Subscribed ³⁰ must be equal to P100,000 ob 2 2 2 2 1. Ital Amount Pad ³⁰ must be equal to P100,000 ob 2 2 2 2 1. Ital Amount Pad ³⁰ must be equal to P100,000 ob 2 2 2 2 1. Ital Amount Pad ³⁰ must be equal to P100,000 ob 2 2 2 2 1. Ital Amount Pad ³⁰ must be equal to P100,000 ob 2 2 2 2 2 1. Ital Amount Pad ³⁰ must be equal to P100,000 ob 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 <td></td> <td></td> <td>Subscription Details</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> | | | Subscription Details | | | | | | |
| Common - Voting - with Par 1.00 100.000 0 Tesi 100.000 Tesi 100.000 Tesi 100.000 Tesi 100.000 Note: . . . 1. Table Amount Subscribed **must be equal to P100.000.000 . . 2. Table Amount Pad **must be equal to P100.000.000 . . 1. the Authorized Representative, hereby attest that the names of the Incorporatoris, Directoris, Officeris, Nominee and Alternate Nominee (for OPC) or Partners have been encoded in good faith and with consent that the stated individuals and/or respective representatives of the juridical entity/ies are part corporation/partnership and assume full responsibility under penaty of perjury that all matters set forth in the registration/licensing documents have been verified by me and to the best of my knowledge and belief are true and correct. MC No. 6 s. 2010 - Omnibus Guidelines on Principal Office Address; Address of Each Incorporator, Director, Trustee or Partner I have read and understood the MC No. 6 series of 2016 Click here to confirm | | | Share Type Par Valu | e Total No. of Shar | es Subscribed | Remaining No | . of Shares for Su | bscription | |
| Note 1. Total Amount Subscribed ³ * must be equal to P100.000.00 2. Total Amount Pad ³ * must be equal to P100.000.00 1. In the Authorized Representative, hereby attest that the names of the Incorporatoris, Directoris, Officeris, Nominee and Alternate Nominee (for OPC) or Partners have been encoded in good faith and with consent that the stated individuals and/or respective representatives of the juridical entity/ies are part corporation/partnership. I further attest that I have been authorized by the aforesaid individuals'representatives of juridical entityles are part corporation/partnership and assume full responsibility under are true and correct. MC No. 6 s. 2016 – Omnibus Guidelines on Principal Office Address; Address of Each Incorporator, Director, Trustee or Partner I have read and understood the MC No. 6 series of 2018 Click here to confirm | | | Common - Voting - with Par 1.00 | Total 100,000 | | 0 | | | |
| I, the Authorized Representative, hereby attest that the names of the Incorporator/s. Director/s, Officer/s, Nominee and Alternate Nominee (for OPC) or Partners have been encoded in good failth and with consent that the stated individuals and/or respective representatives/s of the jurificial entitylies are part corporation/partnership. I further attest that I have been authorized by the aforesaid individuals'representatives of jurificial entities to file the registration/licensing of corporation/partnership and assume full responsibility under penalty of perjury that all matters set forth in the registration/licensing documents have been verified by me and to the best of my knowledge and belief are true and correct. MC No. 6. 5. 2016 – Omnibus Guidelines on Principal Office Address, Address of Each Incorporator, Director, Trustee or Partner I have read and understood the MC No. 6 series of 2016 ■ Click here to confirm | | | Note: 1. Total Amount Subscribed ^{*38} must be equal to P100, 2. Total Amount Paid ^{*38} must be equal to P100,000 00 | 00.00 | | | | | |
| I further attest that I have been authorized by the aforesain individualis/representatives of juricical entities to life the registration/licensing of corporation/partnership and assume full responsibility under penalty of perjury that all matters set forth in the registration/licensing documents have been verified by me and to the base of my knowledge and belief are true and correct. MC No. 6 s. 2016 – Omnibus Guidelines on Principal Office Address; Address of Each Incorporator, Director, Trustee or Partner I have read and understood the MC No. 6 series of 2016 Click here to confirm Action 2 Save and Proceed - | | | I, the Authorized Representative, hereby attes Partners have been encoded in good faith and corporation/partnership. | that the names of the with consent that the s | Incorporator/s, Director/s, C tated individuals and/or res | fficer/s, Nomine pective represe | e and Alternate | Nominee (for OF | PC) or are part of |
| ← Back to Step 3 Save and Proceed → | | | I further attest that I have been authorized by corporation/partnership and assume full respo verified by me and to the best of my knowledg MC No. 6 s. 2016 – Omnibus Guidelines on P I have read and understood the MC No. 6 s | he aforesald individuals hsibility under penalty of e and belief are true an incipal Office Address; pries of 2016 | s/representatives of juridica if perjury that all matters se d correct. Address of Each Incorporal Click here to confirm | entitles to file to file to file to file to forth in the reg | ne registration/l istration/licensir stee or Partner | icensing of ng documents ha | ve been |
| | | | | & Back to S | top 3 Save and Dree | and a | | | |
| | | | | - Back to S | Save and Proc | | | | |



10. The applicant will now be redirected to the "File Uploading Tab". A detailed instruction is shown to upload the necessary supporting documents. To complete the application, click the "Save and Proceed" button.

| | SEC ZERO | REGULAR with ZERO Processing STATUS: Draft | | | Continue Later | Cancel Applicati |
|---|---|--|--|--|---|---|
| | Note: Please ensure that all Corporate | Name Verification Status (Initial System Verification) | | | | |
| | documents are registered and credentialed in the eSECURE to authenticate documents in the SEC's electronic submission authentication portal (eSAP). | You may proceed with the application. Name verification will be subject to validat downloadable forms and certificate/license exactly the same as how they were e Note: The fact that the proposed company name and/or trade name/s is available | tion by the name on the name of the name o | verification officer. The proposed compa | iny name and/or trade name/ val of the registration of the c | is will be presented in the company or any application |
| | Fill-up Form | Change of name. No expense for the printing or posting in the internet using a ve Click here to retry OR Click here to Reserve Compa | rified name shoul any Name/s | d be incurred until registration takes effe | ect. | |
| | Note: eSECURE ID of all signatories are required in encoding the application. | **Please make sure to update application details first to record all changes made | to this form | | | |
| ð | SEC Review | Company Name: Children's Choice Toy store ODC | Completed | Initial Name Verification Result. | | |
| | Wait for the pre-approval of your application | Company water. Complete condension of the conden | • completed | Company Name: Childrens Choice Subject to further review of the SEC | Toy store OPC Name Verification Officer. | |
| 1 | Authenticate Documentary Requirements via eSAP | | | | | |
| | An email/SMS notification will be sent to all signatories for the authentication of documents. | | | | | |
| 0 | Pay Registration Fees | | | | | |
| | Payment can be conveniently made online via SEC eSPAYSEC or in person at any Landbank Branch nationwide. | | Step Officers File U | 5 Jploading | | |
| 0 | Download Digitally Signed Certificate of Incorporation | Uploading of Supporting Documents | | | | |
| | Digitally signed Certificate of Incorporation bears the same legal weigh as the original. The submission of hard copies of documentary requirements is no longer | Name verification request done. Go to the Name Verification Status sect | ion of this form | to complete your reservation. | | |
| | required. | Note: | INSTRUCTIO | INS. | | |
| 9 | Continue to Philippine Business Hub For registration with the BIR. Social Agencies. | Opload Supperiminal Documents in recessary. One way sup this step Name your files accordingly based on the content of the document | 2. Browse file | is then click OUpload button to uplo | oad Files. | |
| | LGUs, and FDA. | before uploading. Refer to the document list above. Files should be saved/scanned into PDF format only | File Type * | Plue | | |
| | | Maximum of 3Mb per file | Files | 1 1 165 | | |
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| | | | Select files | | | 🗁 Browse |
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| | | ← Back | to Step 4 | Save and Proceed -> | | |



11. The Applicant will be redirected to "Application Summary page"





*

Below the "Applicant Summary Page", applicant must validate the link sent to the official and alternate email address to proceed and finish the application.

| A The designated email addresses must be verified to cont | | | | |
|---|------|--------------------------|--|--|
| Official email address: kev | 8 | .com.ph 🗙 | | |
| Alternate email address: | m | mail.com 🗙 | | |
| Clic | ck h | ere to: | | |
| C Recheck Verification | or | Resend Verification Link | | |

Once confirmed, a notification will show that the email has been verified.

| SEC-ESPARC | |
|------------|--|
| | Email Verification Successful |
| | Your email has been successfully verified. |

12. Upon verification of both email addresses, the applicant may now proceed with the application. Click the "Click Here to Reserve Company Name/s" button.

| You may proceed with the downloadable forms and o | application. Name verification will be subject to certificate/license exactly the same as how they | validation by the name v were entered. | rerification officer. The proposed company name and/or trade name/s will be presente | ed in the | | | | | |
|--|---|---|--|-----------|--|--|--|--|--|
| Note: The fact that the pro change of name. No expe | Note: The fact that the proposed company name and/or trade name/s is available at the date verified, it is not to be regarded as an approval of the registration of the company or any application for change of name. No expense for the printing or posting in the internet using a verified name should be incurred until registration takes effect. | | | | | | | | |
| Click here to re | try OR Click here to Reserve C | Company Name/s | | | | | | | |
| **Please make sure to up | date application details first to record all change | s made to this form | | | | | | | |
| Company Name: | Company Name: Childrens Choice Toy store OPC | | | | | | | | |
| | Company Name: Childrens Choice Toy store OPC Subject to further review of the SEC Name Verification Officer. | | | | | | | | |

A confirmation dialog box will appear to assure that all entries made are correct. Click the "Ok" button to proceed.







- 13. The Applicant will be redirected to the "Application Summary page". This informs the applicant that:
 - The proposed corporate name has been reserved, and a date is provided to complete and submit the application.
 - The applicant may download and review the system-generated forms and the tentative Payment Assessment.

Then click the "Submit Application" button.

14. A confirmation dialog box will show. To complete application, click the "Ok" button.

| Confirmation | |
|--|------------------------|
| ARE YOU SURE YOU WANT TO SUBMIT APPLICATIO | DN FORM? |
| Please check if all fields are correct and complete. You cannot co Continue? | me back to this later. |
| | 🖉 Cancel 🗸 Ok |

15. This page informs the applicant that their application has been successfully submitted. Click the "Exit" button.





- 16. Once the application has been submitted, it will be reviewed by the SEC processor. Please check your email regularly for the updates on the status of the review.
- 17. Once the application has been pre-approved, an email notification will be sent to the email address of the authorized representative. The system-generated documents will be ready for authentication of the corporate officers.
 - Note: Incorporators should have a credentialed eSECURE account to digitally authenticate the system-generated forms.

| ESAP Authentication Status: Pending | | | |
|---------------------------------------|--|---|--|
| ESAP Reference No.: TRN-062024-S00004 | | | |
| | Document/Signatory | %Complete | |
| | 1. Articles of Incorporation - Stock Corporation pdf tartex-expension http://www.common.com | 0% | |
| | Suttionerrightung site. | | |
| | 2. Bylans pdf unionsyl0210grani tarr | 0% | |
| | 3 Certificate of Authentication pdf anticemp0021game1.am | 0% | |
| | Fix digital document supuring of the signatury. Please advice the signatury to logient and proceed with signing | Dectrons; Salamispus Authentication Portar (#SAP) | |
| | Check/Update Sta | 1.5 | |

- **18.** The system-generated documents must be digitally authenticated by the corporate officers. All corporate officers must authenticate the documents through the Electronic Submission Portal (eSAP). An email notification of "Ready to sign" will be sent to the corporate officer's email address along with the eSAP link. Click the link to be redirected to eSAP portal.
- **19.** Enter the eSECURE account credentials and click the "Login" button.

| | | Welcome to SEC De Online Portal For Digital Signing O | ocument Signing | |
|---|--|---|--|---|
| | Socurit Exchar Commi | Hes and Ige SSIon | | |
| all | | Losin a | Register with eSECURE & |) |
| , te se | Republic of the Philippines All contant is in the public domain unless otherwise stated. | About SEC Document Signing Lorem gaum datar sit amet, consectetur adjoiscing ett. SEC Weenie Covers Open buda hintal Official Corene | SEC Online Services expand: expand: expand: expanded expa | |



20. Upon log in to eSAP document signing portal, incorporators may start to digitally authenticate the system-generated documents to complete the application, select the "View Documents" button.

| 🚯 Document Signing | | | |
|--|---|-------------------|---|
| Securities and Exchange Commission PHETPHINES | Welcome, Your account is registered as SIGNATORY. + Sign Document | | |
| | Pending (1) | View All Requests | 0 |
| | TRN-062024-500004 PENDING 26-jun-2024 | VIEW DOCUMENTS | 3:33:07 PM Wednesday, June 26, 2024 |
| | | | |

21. Select the "Signing Requests" menu to view all the documents. Select the document with pending status and click the "Pending" button.

| Document Signing | | | | ٤ |
|----------------------------|---|---|---------------------------|----------------------------|
| Securities and Exchange | DASHBOARD > VIEW DOCUMENTS | | | |
| Commission | View Documents List of Documents to Sign | | ← Back to Dashboard | Details |
| 🙆 Dashboard | Reference No. | Date Created | | |
| Signing Requests | TRN-062024-S00004 | 26-Jun-2024 | PENDING | |
| | Filter Documents | | | Λv |
| | Q Search Reference No. | | Document Type View All | Select a document to view. |
| | Note: Click the document below | you want to view. | | |
| | # Document Reference No. | Document Type | Date Uploaded | |
| | 1 DOC-17193856670156 | Articles of Incorporation - Stock Corporation.pdf | 26-Jun-2024 PENDING | |
| | Showing 1-1 of 1 item. | | | |
| | | | | |



22. A detailed view of the document to be authenticated will be shown on the left side of the dashboard, click the "Sign" button to authenticate the document.

| Document Signing | View Documents | | | |
|----------------------------|--|---|---------------------------|--|
| | List of Documents to Sign | | ← Back to Dashboard | |
| Securities and Exchange | Reference No. | Date Created | | 0% Completion (%) |
| Commission | TRN-062024-500004 | 26-Jun-2024 | PENDING | Who has access |
| Dashboard | Filter Documents | | | By clicking "Sign", you are hereby consenting to the use of your identity for the purpose of signing and authenticating this document electronically. |
| Signing Requests | Q. Search Reference No. | | Document Type View All | SIGN |
| | Note: Click the document below you wan | t to view. | | |
| | # Document Reference No. | Document Type | Date Uploaded | Document Reference No. DOC-17193856670156 |
| | 1 DOC-17193856670156 | Articles of Incorporation - Stock Corporation.pdf | 26-Jun-2024 PENDING | Document Type |
| | Showing 1-1 of 1 item. | | | Articles of Incorporation - Stock Corporation.pdf |
| | | | | File Type |
| | | | | Preview (25 VIEW FULLSCREEN) |
| | | | | <image/> |

23. A One Time Password (OTP), will be sent to the registered mobile number and email address of the corporate officer, once verified a notice will be shown to confirm verification





24. Once the OTP is successfully verified, the dashboard will indicate that document has been successfully authenticated. Document status is already "Signed".

| Document Signing | | | | |
|---|---|---|---------------------------|-----|
| Securities and | DASHBOARD > VIEW DOCUMENTS | | | |
| Exchange Commission PHILIPPINES | View Documents List of Documents to Sign | | ← Back to Dashboa | ard |
| | Reference No. | Date Created | | |
| Dashboard Signing Requests | TRN-062024-500004 | 26-Jun-2024 | PENDING | |
| | Filter Documents | | | |
| | Q Search Reference No. | | Document Type View All | ~ |
| | Note: Click the document below you want | to view. | | |
| | # Document Reference No. | Document Type | Date Uploaded | |
| | 1 DOC-17193856670156 | Articles of Incorporation - Stock Corporation.pdf | 26-Jun-2024 SIGNED | |
| | Showing 1-1 of 1 item. | | 1 | |

25.Ensure that all the corporate officers authenticate the system-generated forms. Click the "Check/Update Status" button in the eSPARC portal and click the "Exit and Cancel" button.

| SEC-ESPARC | | | | |
|--|----------------------------------|--|-----------------------------------|--------------|
| ZERO Processing Prerequisite All signatories of documents must be enrolled and credentialed in the eSECURE system. | COMPANY NAME: 1010 A | AA SANTOS ADVERTISING CORPORATION | I | |
| Fill-up Form Note: eSECURE ID of all signatories are required in encoding the application. | ESAP Authentication Status: Comp | liete | | |
| Authenticate Documentary Requirements via eSAP An email/SMS notification will be sent to all signatories for | ESAP Reference No.: TRN-072024 | Document/Signatory | %Complete | |
| the authentication of documents. | | 1. Articles of Incorporation - Stock Corporation.pdf uatiummy0321@pmik.com _ eges | 100% | |
| Pay Registration Fees Payment can be conveniently made online via SEC | | Butalveeseq@busit.com | | |
| Revenload Dinitally Signed Cartificate of | | By-laws.pdf uatdummy0321@gmail.com | 100% | |
| Incorporation Digitally signed Certificate of Incorporation bears the same | | gnztajvesand@pmail.com: seven | | |
| legal weigh as the original. The submission of hard copies of documentary requirements is no longer required. | | 3. Certificate of Authentication.pdf uatdummy0321@gmail.com | 100% | |
| Continue to Philippine Business Hub | | gn_tis/vessed@gmail.com | | |
| FDA. | | For digital document signing of the signatory. Please advise the signatory t Authentication Portal (eBAP) and proceed with signing. | a log-in to Electronic Submission | |
| | | Check/Update State | IS | |
| | | | | G Exit and C |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

26. Click the "Proceed to the Online Payment" button to automatically redirected to eSPAYSEC portal to proceed with the online payment.

| Company Name | CARCAR INN CORPORATION |
|--|---|
| Status | Pending Payment of SEC Fees |
| Date Submitted | July 05, 2024 |
| Application Reference No. | SEC240705-FS25ARWNGAAHSKN |
| Note:Please take note of your application reference number for easy tracking of your | application. |
| Application approved. You may pay the assessed registration fees specified on the P will automatically be cancelled. Payment Option 1: Online Payment via eSPAYSEC Proceed to Online Payment Payment Option 2: Over-the-Counter at any Landbank Branch nationwide 1. Download and Print Payment Assessment Form ▲ Download 2. Follow the steps indicated in the PAF (Letter D) 3. Upload the copy of the validated deposit slips here (merge slips into one PDF) ▲ Click here to upload 4. Wait for the processor to validate uploaded payment slips | ayment Assessment Form (PAF) within forty-five (45) calendar days, otherwise, your registration application |
| | © Exit |

27. A Notice of confirmation will appear, click the "Ok" button to automatically redirected to eSPAYSEC portal to proceed with the online payment.

| | Confirmation | Cancel Application |
|-----------------------------------|---|--|
| Company N | You will be redirected to SEC Payment Portal, continue? | ATION |
| Status | | Cancel Cancel Fees |
| Date Submit | ited | July 05, 2024 |
| Application | Reference No. | SEC240705-FS25ARWNGAAHSKN |
| Note:Please ta | ake note of your application reference number for easy tracking of | your application. |
| Application ap will automatica | proved. You may pay the assessed registration fees specified on ally be cancelled. | he Payment Assessment Form (PAF) within forty-five (45) calendar days, otherwise, your registration applicatio |



28. A detailed summary of payment will be shown once redirected to eSPAYSEC. Select your preferred payment gateway and enter the verification code. Click the "Proceed to Payment" button and follow the necessary steps/process of our chosen payment gateway.

| esporsec | | | | |
|-----------------------|---|---|--|----------|
| R Home Page | - | | | |
| B Print Decturaic Off | | Payment Assessment Form Details | | |
| | | Payar: CHELDRENS CHOICE TOYS SHOP MERCHANDISING INC. GLEDNI DITY SECOND DISTRICT, NARDNAL CARTAL REVION HOR, 1114 | | |
| | | # Nature of Collection | Account Code | Amount |
| | | 1 By Lines | 4020102000(606) | 1,000.00 |
| | | 2 Registration of Corporation | 4020102000(906) | 2,000.00 |
| | | 3 Registration of Stock and Transfer Book | 4520102000(808) | 150.00 |
| | | 4 Name Verification | 4020199099(678) | 100.00 |
| | | 5 Legal Research Fire (A0823) | 2020105000(131) | 30.00 |
| | | 6 Documentary Stamp Tax | 4010401000(4010401) | 30.00 |
| | | 7 Missellaneous Income - Handling Fee | 4020199099(678) | 20.00 |
| | | TOTAL AMOUNT TO BE PAID | | 3,330.00 |
| | | Constitut Deplorers | Select Payment Method | Pay |
| | | | The link have to view the market lines | |

 Payment confirmation and Electronic Official receipt will be sent to the email address of the authorized representative.

29. Once payment is successfully paid, click the "Go back to eSPARC" button.





30. The applicant will be redirected to eSPARC portal. Click the "download" button to view the authenticated system-generated documents and digital certificate of incorporation. An email notification with the subject "Registration Complete" has also been sent to the authorized representative's email address.

| All signatories of documents must be enrolled and credentialed in the eSECURE system. | COMPANY NAME: 1010 AAA SANTOS ADVERTISING CORPORATION |
|--|---|
| Land Contract of C | STATUS: Approved by SEC |
| Filt-up Form Note: eSECURE ID of all signatories are required in | SEC Registration Number: 2024070015868-65 |
| encoding the application. | E-Signed Documents |
| Authoriticate Descaration Descriptions and all SAD | Download 1. Application Summary Form |
| in email/SMS notification will be sent to all signatories for | Dominad 2. Cover Sheet |
| the authentication of documents. | Download 3. Articles of Incorporation - Stock Corporation pdf |
| | ▲ Download 4. By-laws.pdf |
| Pay Registration Fees Payment can be conveniently made online via SEC eSPAYSEC. | Download 5. Certificate of Authentication pdf |
| Download Digitally Signed Certificate of Incorporation Digitally signed Certificate of Incorporation bears the same legal weight as the original. The submission of hard copies of documentary requirements is no longer required. | Click the button below to download your SEC Digitally Signed Certificate of Incorporation |
| Continue to Philippine Business Hub For registration with the BIR, Social Agencies, LGUs, and FDA | Please continue your application to the Philippine Business Hub for registration with the BIR, Social Agencies, LGUs and FDA. By clicking continue, you agree to share your personal information with Philippine Business Hub. |
| | To further improve our frontline services, we would like to seek your opinion/commendation by giving your feedback on our services delivered to you. Kindly answer our online survey by clicking the link below |

31. To continue your application to the Philippine Business Hub (PBH) for registration with the BIR, Social Agencies, LGUs and FDA, click the "Continue to Philippine Business Hub" button.

