



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
1099 Manila

STATUS OF PENDING APPLICATIONS FOR REFUND OR TAX CREDIT
As of April 10, 2018

CLAIMS PENDING WITH THE TAX CREDIT SECRETARIAT

VAT REFUNDS

	Name of Companies/Importers	Mode	Period of Claim	Date received by Acctg. Division	Forwarded to TC Secretariat	Status/Remarks
1	W Hydrocolloids, Inc.	Cash Refund	July - September 2007	07/21/15	01/08/18	No clearances; Authorization/Secretary's Certification/Board Resolution
2	W Hydrocolloids, Inc.	Cash Refund	April - June 2012	09/21/16	01/08/18	No clearances; Authorization/Secretary's Certification/Board Resolution
3	W Hydrocolloids, Inc.	Cash Refund	July - September 2012	09/21/16	01/08/18	No clearances; Authorization/Secretary's Certification/Board Resolution
4	W Hydrocolloids, Inc.	Cash Refund	October - December 2012	09/21/16	01/08/18	No clearances; Authorization/Secretary's Certification/Board Resolution
5	W Hydrocolloids, Inc.	Cash Refund	January - March 2013		01/08/18	No clearances; Authorization/Secretary's Certification/Board Resolution
6	W Hydrocolloids, Inc.	Cash Refund	April - June 2013		01/08/18	No clearances; Authorization/Secretary's Certification/Board Resolution
7	Fujitsu Ten Solutions Phils., Inc.	Cash Refund	October 2002 - March 2003	05/31/17	01/15/18	No clearances; Authorization/Secretary's Certification/Board Resolution
8	Fujitsu Ten Solutions Phils., Inc.	Cash Refund	April - September 2005	05/31/17	01/15/18	No clearances; Authorization/Secretary's Certification/Board Resolution
9	Fujitsu Ten Solutions Phils., Inc.	Cash Refund	October 2004 - March 2005	06/13/17	01/15/18	No clearances; Authorization/Secretary's Certification/Board Resolution
10	Dedon Manufacturing, Inc.	Cash Refund	January - December 2007	01/30/12	01/15/18	No clearances; Authorization/Secretary's Certification/Board Resolution
11	Newtech Pulp, Inc.	Cash Refund	January - September 2009	06/30/17	01/15/18	No clearances; Authorization/Secretary's Certification/Board Resolution
12	Taganito Mining Corporation	Cash Refund	January - December 2014	06/01/17	01/23/18	No clearances; Authorization/Secretary's Certification/Board Resolution
13	Rohm LSI Design Philippines, Inc.	Cash Refund	October 2003 - March 2004	10/04/16	01/25/18	No clearances; Authorization/Secretary's Certification/Board Resolution
14	Albay Agro Industrial Development Corporation	Cash Refund	January - December 2012	05/26/16	02/01/18	No clearances; Authorization/Secretary's Certification/Board Resolution
15	Greenstone Resources Corporation	Cash Refund	July - September 2012	07/06/17	02/02/18	No clearances; Authorization/Secretary's Certification/Board Resolution
16	Greenstone Resources Corporation	Cash Refund	October - December 2012	07/06/17	02/02/18	No clearances; Authorization/Secretary's Certification/Board Resolution
17	Greenstone Resources Corporation	Cash Refund	January - March 2013	07/06/17	02/02/18	No clearances; Authorization/Secretary's Certification/Board Resolution
18	Philippine -Japan Active Carbon Corporation	TCC	January - December 2014	04/18/17	02/02/18	No clearances; Authorization/Secretary's Certification/Board Resolution
19	TYC Trading & Manufacturing Philippines, Inc.	TCC	July - September 2006	09/30/16	02/05/18	No clearances; Authorization/Secretary's Certification/Board Resolution

20	Ocean Canning Corporation		January -December 2014	09/26/2016	02/06/16	No clearances; Authorization/Secretary's Certification/Board Resolution
21	JG Summit Olefins Corporation		January - December 2016	01/19/18	02/21/18	No clearances; Authorization/Secretary's Certification/Board Resolution
22	Mandaue Cebu Marine Product Corporation		Jan-Dec 2012		2/23/18	for verification of payment by RAD
23	Cenapro Chemical Corporation		April 2011-March 2012		03/05/18	for verification of payment by RAD
24	Craft Haven International Services, Inc.		April - December 2009	07/04/16	03/06/18	No clearances; Authorization/Secretary's Certification/Board Resolution
25	Prolit Industry Corporation		Jan-Dec 2016		03/13/18	for evaluation by Accounting Division
26	Rio Tuba Nickel Mining		Jan-Dec 2014		03/16/18	For Resolution by the Committee
27	Philko Peroxide Corporation		April-Sept 2005		03/16/18	No clearances; Authorization/Secretary's Certification/Board Resolution
28	Oceana Gold		October-December 2013		02/27/18	No clearances; Authorization/Secretary's Certification/Board Resolution
29	Oceana Gold		Jan-March 2015		02/28/18	No clearances; Authorization/Secretary's Certification/Board Resolution
30	Delinanas Development Corp.		Jan-Dec 2016		02/26/18	Authorization/Secretary's Certification/Board Resolution
31	Allegro Microsystems Phil., Inc.				01/26/18	for Submission of clearances
32	PTT Phippines Corporation	TCC	excise - January to December 2016	02/28/18	04/03/18	Letter request; Sec. Cert; Clearances
33	Marcel Trading Corporation	Cash Refund	January - December 2015	07/12/17	04/06/18	submission of required clearances

NOTE: If a claimant is a single proprietor, notarized Special Power of Attorney is required; if a claimant is a corporation, notarized Board Resolution/Secretary's Certificate is required for the person authorized to follow, file and sign required documents.

CLEARANCES REQUIRED: 1. from Collection Service; 2. from POM and MICP: Bonds Division, Liquidation and Billing Division, and Law Division; 3. from POM only: Collection Division, and Warehousing Documentation and Records Division

CASH CONVERSION

	Name of Companies/Importers	Mode		Date received by Acctg. Division	Forwarded to TC Secretariat	Remarks
1	Acbel Philippines			09/08/17	01/15/18	resolution by the Committee
2	CJ Toyota Toyota Tsusho Philippines, Inc.				02/23/18	Ordinary Refund;
3	Philex Mining Corporation				03/09/18	for resolution by the Committee
4	Pilipinas Kyohritsu Inc.				03/20/18	For submission of required clearances
5	Hedcor Sabangan, Inc.				04/04/18	For submission of required clearances

DRAWBACK CLAIMS

1	Republic Chemical Industries				6/2/2018	For submission of required clearances
2	ESSEL Propack Philippines, Inc.				6/2/2018	For submission of required clearances
3	W. Hydrocolloids				02/14/2018	For submission of required clearances
4	Flexo Manufacturing Corp.				2/14/2018	For submission of required clearances
5	Wyeth Philippines Inc.				2/14/2018	For submission of required clearances
6	Glades International Corporation				3/16/2018	For submission of required clearances
7	Astrobag Mfg. Corp.				4/6/2018	

OTHER REFUNDS

	Name of Companies/Importers	Mode	Nature of Claim	Date received by Acctg. Division	Forwarded to TC Secretariat	Remarks
1	Multimax Industries Corporation		excess payment due to AFTA	08/24/17	01/15/18	Statement of Refund Signed by Commissioner; No updated clearance
2	Officine Corporation		cancellation of SAD	08/24/17	01/15/18	Statement of Refund Signed by Commissioner; No updated clearance
3	Automated Technology, Inc.		double payment for the same shipment	08/18/17	01/15/18	Indorsed to Accounting Division for issuance of TCC; issued TCC No. 001311
4	Everworthy Sale Corporation		Unutilized Advance Deposit		1/16/2018	Indorsed to Legal for review.
5	QSR Supplies and Services, Inc.		Correction of error in the posting of rate of duty		1/16/2018	Indorsed to Legal for Review
6	Consolidated Packaging		Unutilized Advance Deposit		1/16/2018	For submission of required clearances
7	Proton Microsystems, Inc.		Lodgement error in payment		1/16/2018	For submission of required clearances
8	Honda Phils. Inc.		Duoble Paymnet of Customs duties and taxes		1/16/2018	Indorsed to NAIA for issuance of Statement of Refund
9	Alliance Auto and Truck Rebuildlers Corporation		Overpayment of duties and taxes		1/16/2018	For compliance with documentary requirements per DOF indorsement
10	PILMICO Foods Corporation		Overpayment of duties and taxes		1/16/2018	For compliance with documentary requirements per DOF indorsement
11	SYSU International Inc.		Overpayment of duties and taxes		1/16/2018	For compliance with documentary requirements per DOF indorsement
12	Consolidated Plywood Industries		Overpayment of duties and taxes		1/16/2018	Indorsed to Port of Davao for Issuance of Statement of Refund
13	Minda Global Trading Corp.		Double payment for the same shipment		1/16/2018	Indorsed to Port of Davao for issuance of Statement of Refund

14	FLECS Enterprises		Unutilized Advance Deposit		1/16/2018	Indorsed to Legal for Review
15	PRGaz, Inc.				1/7/2018	Indorsed to POM
16	Fine Interiors Trading & Mfg. Inc.	TCC	unutilized advance deposit	10/17/16	2/9/2018	Forwarded to Legal Service
17	Ilyon Industrial Corporation		Protest Case			For submission of required clearances
18	Kinmo PW Corporation	TCC	double payment of duties/taxes	08/08/16	03/22/18	For submission of required clearances
19	Sandpiper Spices and Condiments Corporation		unutilized advance deposit		03/22/18	For submission of required clearances
20	Philippine National Red Cross	TCC	overpayment of duties/taxes	08/08/16	03/22/18	For submission of required clearances
21	Johanna's Chicken Processing Center, Inc.	TCC	reduction of duty per ATIGA	08/08/16	03/22/18	For submission of required clearances
22	A-zone Arms & Ammo, Inc.	TCC	unutilized advance deposit	11/04/16	03/23/13	application for refund; documents;
23	Tools Trading Corporation	TCC	unutilized advance deposit	11/04/16	03/23/13	For submission of required clearances
24	Twin Pines	TCC	unutilized advance deposit	11/04/16	03/23/13	For submission of required clearances
25	Twin Pines	TCC	unutilized advance deposit	11/04/16	03/23/13	For submission of required clearances
26	Petronas Energy Philippines, Inc.	TCC	reduction of duty per AFTA	11/28/16	03/23/13	Indorsed to Legal Service
27	Matimco Incorporation	TCC	excess payment of customs duties and taxes		03/23/13	For submission of required clearances
28	Edmark Products Ltd. Co.	TCC	overpayment of duties/taxes	05/29/17	03/23/13	For submission of required clearances

CLAIMS PENDING AT ACCOUNTING DIVISION

VAT REFUNDS

1	Philippine Mining Corporation		July - September 2004	01/17/08		clearance of no outstanding liability, schedule of claim
2	Miyano Machinery Philippines, Inc.		January - June 2003			clearance, processing fee, unverified payments
3	Davao Agricultural Ventures Corporation		January - December 2008	03/20/12		add'l docs required (proof of payment)
4	Philippine Mining Corporation		January - December 2006	05/09/12		clearance of no outstanding liability, schedule of claim
5	Davao Agricultural Ventures Corporation		January - December 2010	01/17/15		payment cannot be verified (no proof of payment attached per RAD)
6	Kobelco Compressors & Machinery Phils. Corp.		January - December 2006	01/27/15		clearance, processing fee
7	FMC Marine Colloids Phils., Inc.		January - December 2009	01/27/15		addl docs (proof of payment)
8	Ocean Canning Corporation		April - December 2012	07/21/15		addl docs (proof of payment), clearance, submitted processing fee on 01/26/2018
9	Ocean Canning Corporation		January - December 2010	07/23/15		addl docs (proof of payment), clearance, submitted processing fee on 01/26/2018
10	Cenapro Chemical Corporation		April 2012 - March 2013	12/22/15		schedule of claim; clearance, processing fee
11	Cenapro Chemical Corporation		April 2013 - March 2014	03/10/16		schedule of claim (Php1773,040.66); clearance, processing fee
12	Metro, Inc.		January - December 2010	06/07/16		addl docs 4qtr 2010 clearance, processing fee, doc. stamp
13	MTI Advanced Test Development Corporation		April 2009 - March 2010	06/13/16		doc. Stamp , processing fee, clearance, letter , add'l. docs.
14	MTI Advanced Test Development Corporation		October 2008 - March 2009	06/13/16		doc. Stamp , processing fee, clearance; deduction , unverified (3,398)
15	MTI Advanced Test Development Corporation		April 2012 - March 2013	07/19/17		doc. Stamp , processing fee, clearance, letter TCC/ Cash & disallowances
16	New Leyte Edible Oil Mfg. Corp.		January - December 2009	07/19/16		addl docs (proof of payment)
17	McKinley Machinery Philippines, Inc.		July - December 2002	09/22/16		no pages 1 & 2 of BIR-Evaluation Report, clearance, processing fee
18	McKinley Machinery Philippines, Inc.		July - September 1996	09/23/16		clearance, processing fee (unverified Php2,797)
19	Miyano Machinery Philippines, Inc.		July - December 2003	09/23/16		1st page of BIR-Evaluation Report, clearance, processing fee
20	Miyano Machinery Philippines, Inc.		January - December 2004	09/23/16		clearance, processing fee
21	McKinley Machinery, Inc.		July - December 2001	09/25/16		clearance, processing fee (unverified Php9,622)
22	Lapanday Diversified Products Corp.		January - December 2008	10/04/16		clearance, processing fee
23	McKinley Machinery Philippines, Inc.		January - March 2001	10/04/16		no last page of BIR-Evaluation Report, clearance, processing fee (unverified Php5,345)
24	Analog Devices (Philippines), Inc.		May - October 2002			clearance, processing fee
25	Hinatuan Mining Corporation		April - December 2014	12/12/16		addl docs required (proof of payment)
26	Specialty Pulp Manufacturing, Inc.		January - June 2010	04/07/17		clearance, processing fee, doc. stamp
27	Luzon Hydro Corporation		January - March 2012	05/31/17		clearance, processing fee, doc. stamp
28	Galeo Equipment Corporation		April - December 2014	06/16/17		schedule of claim
29	Century Pacific Agricultural Ventures, Inc.		January - December 2015	07/19/17		clearance, processing fee, doc. stamp
30	Shemberg Biotech Corporation		January - December 2010			clearance, processing fee, doc. stamp
31	SN Aboitiz Power-Magat, Inc.		January - December 2008	07/12/17		BIR-authority to issue Vat credit & VAT credit claim evaluation report
32	Nippon Promac (Phil.), Inc.		January - December 2005	07/14/17		addl docs (proof of payment), clearance, processing fee, doc stamp
33	YKK Philippines Inc		January - December 2005	07/14/17		attachment of additional docs for verification

34	ON Semiconductor Philippines, Inc.		January - June 2007 (additional)	07/20/17		add'l. docs. (proof of payment)
35	Shaldan Philippines, Inc.		April - June 2012	07/21/17		clearance, processing fee, doc. stamp
36	Shemberg Biotech Corporation		January - December 2012	07/25/17		clearance, processing fee, doc. stamp
37	Philippine Bio-Industries, Inc.		January - December 1997	07/25/17		docs. for addl. verification already archived at Nat'l. Archives of the Phils.
38	Carmen Copper Corporation		January - March 2014	08/09/17		Schedule of Claim(Deferred) ; addl docs submitted for verification of payments
39	Lepanto Consolidated Mining Company		January - December 2013	08/18/17		schedule of claim/disallowed input tax, processing fee, doc.stamp
40	Lepanto Consolidated Mining Company		July - December 2012	08/31/17		clearance, processing fee, doc.stamp, unverified payments
41	Hinatuan Mining Corporation		January - December 2015	08/31/17		schedule w/ deferred VAT (schedule of claim)
42	Ocean Canning Corporation		January - December 2015	09/22/17		processing fee, docs stamp
43	Philippine Japan Active Carbon Corp.		January - December 2015	09/28/17		processing fee, docs stamp
44	Carmen Copper Corporation		April - June 2014	10/06/17		Schedule of Claim(Deferred) ; for submission of addl docs submitted for verification of payments
45	Carmen Copper Corporation		January - March 2015	10/10/17		Schedule of Claim(Deferred) ; for submission of addl docs submitted for verification of payments
46	Apex Mining Co, Inc		January - December 2015	10/19/17		docs stamp; received additional verification on 02/21/2018 ; schedule of claim; schedule of deferred
47	Rio Tuba Nickel Mining Corporation		January - December 2011	11/20/17		bir evaluation report/schedule of claim, processing fee, clearance
48	Rio Tuba Nickel Mining Corporation		January - December 2013	11/20/17		bir evaluation report/schedule of claim, processing fee, clearance
49	Chooseyourshoes Philippines (CYS-PH), INC.		January 2015-March 2015	12/22/17		docs stamp; verified VAT payment Php2,047,193; per claim P2,243,937.53; for submission of additional docs and/or clearer copy of schedule of input tax
50	W Hydrocolloids, Inc.		April - December 2015	12/28/17		for additional verification; clearance, processing fee, docs stamp
51	Sumifru (Philippines) Corporation		January - December 2016	01/10/18		schedule of claim; letter signifying acceptance of disallowance or submission of additional docs
52	Philippine Geothermal Production Company, Inc		January - December 2015	01/19/18		docstamp, clearance, processing fee; for submission of add'l docs
53	Oceanagold (Philippines) Inc.		January - June 2015	02/19/18		docs stamp, processing fee, clearance
54	JG Summit Olefins Corporation		October - December 2015	02/20/18		received add'l verification 03/07/2018; for docs stamp
55	Allegro Microsystems Philippines, Inc		April 2016 - March 2017	02/22/18		submitted docs stamp & processing fee on 03/12/2018, clearance; for further verification of double claim
56	Oceanagold (Philippines) Inc.		April - December 2014	03/07/18		docstamp; processing fee; clearance
57	Ponderosa Leather Goods Company, Inc.		April 2015 - March 2016	03/09/18		docstamp; processing fee; clearance
58	Interadent Zahntechnik Philippines, Inc		January-December 2008	03/12/18		docstamp; processing fee; clearance
59	San Jose City I Power Corporation		January-December 2016	03/16/18		docs stamp, processing fee; letter
FOR SUBMISSION OF DOCUMENTARY REQUIREMENTS:						
1	Allen-Arthur (Manila), Inc.		August - October 2002	10/04/16		letter signifying intention to avail either TCC or Thru Check Payment; clearance
2	Celloom Furniture Corporation		July - September 2011	03/20/17		letter signifying intention to avail either TCC or Thru Check Payment; clearance, processing fee of Php510.00, doc stamp
3	Mioka Biosystems Corporation		January - December 2009	07/21/15		clearance, processing fee, docstamp,
4	Mioka Biosystems Corporation		January - December 2010	06/07/16		clearance, processing fee, doc. stamp

5	Big Glory Bay Salmon & Seafood Co., Inc.		July - September 2012	05/31/17		doc stamps, clearance, processing fee of Php510.00; letter signifying intention to avail either TCC or Thru Check Payment schedule of claim; Certified copy of Memoranda dated 03 May 2016; updated clearance; letter signifying acceptance of disallowance
6	Century Pacific Agricultural Ventures, Inc.		January - December 2014	04/26/17		
7	Celloom Furniture Corporation		January - December 2010	11/09/16		letter signifying intention to avail either TCC or Thru Check Payment; clearance, processing fee of Php510.00, doc stamp
9	ThermaPrime Drilling Corporation		January-March 2015	09/20/17		letter signifying acceptance of disallowance or submission of amortization schedule for jan-mar 2015 pertaining to deferred input for CY 2013 importations; for submission of updated


OTHER REFUNDS (FOR SUBMISSION OF DOCUMENTARY REQUIREMENTS)

	Name of Companies/Importers	Mode	Period of Claim	Date received by Acctg. Division	Forwarded to TCSecretariat	Remarks
1	Matimco Incorporated	TCC	excess payment of duties/taxes	02/07/17		clearance, processing fee of P610.00; Statement of Refund is recommended for approval by Atty. Rico Rey Francis S. Holganza- OIC Cebu
2	Universal Robina Corporation	TCC	reduction of duty rate 3%-0%	05/18/16		clearance, processing fee
3	LTHR Trading Corporation	TCC	unutilized advance deposit	07/19/16		clearance, processing fee, doc stamp
4	SteelAsia Manufacturing Corp.	TCC	wrong consignee's name	08/04/16		clearance, processing fee, doc stamp
5	Seedbase, Inc.	TCC	erroneously paid VAT	10/07/16		clearance
6	Aldo Service Center, Inc.	TCC	unutilized advance deposit	10/14/16		
7	Sagrex Corporation	TCC	overpayment	11/28/16		no statement of refund; clearance
8	Pilipinas Shell Petroleum Corporation	TCC	Excise tax: April 2014	11/29/16		clearance, processing fee
9	Pilipinas Shell Petroleum Corporation	TCC	Excise tax: June 2014	11/29/16		clearance, processing fee
10	Pilipinas Shell Petroleum Corporation	TCC	Excise tax: August 2014	11/29/16		clearance, processing fee
11	Pilipinas Shell Petroleum Corporation	TCC	Excise tax: October-December 2014	11/29/16		clearance, processing fee
12	Colgate Palmolive Philippines, Inc.	TCC	double payment	02/28/17		clearance, processing fee, doc stamp
13	Ortho Clinical Diagnostics	TCC	NAIA Protest case	04/07/17		approval affirmed by DOF 04/17/2007, docstamp, clearance
14	London Industrial Products, Inc.	TCC	unutilized advance deposit	05/22/17		updated clearance
15	Santeh Feeds Corporation	TCC	unutilized advance deposit	05/22/17		docstamp; clearance, for signature of application for Refund
16	Matimco Incorporated	TCC	excess payment of duties/taxes	06/02/17		clearance
17	Philippine Phosphate Fertilizer Corp.	TCC	excess payment of duties	09/20/17		clearance

19	Dan's Bike Shop Incorporated	TCC	double payment	04/03/17	application for tax refund approved by Comm Faeldon 3/28/17, updated clearance
20	Boral Plasterboard Philippines, Inc.	TCC	reduction of duty rate due to AFTA	06/02/17	statement of refund approved by Comm Faeldon 5/31/17, updated clearance
21	Greif Philippines Inc	TCC	correction of error (insurance amount should be \$2,717.96, instead of \$135,898.00)	12/19/17	Statement of Refund - approval recommended by Atty. Ernelito G. Aquino, OIC-POM; for submission of updated clearance


10-Apr-18

Prepared by:


 Ms. Edette Belle M. Holman
 TCC Secretariat


 Ms. Michelle B. Dacol
 TCC Secretariat

Noted by:


 Atty. Maria Liza T. Sebastian
 Head, TCC Secretariat



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
MANILA 1099

TAX CREDIT COMMITTEE SECRETARIAT

REQUIREMENTS FOR VAT REFUND:

- A.** BCOR of Processing Fee (Php3030.00)
- B.** Board Resolution or Secretary Certificate – Authorizing representative to file, follow-up and/or sign required documents. (notary must be legitimate)
- C.** Clearances from Collection Service, must not be expired (30 days validity); and
- D.** Port Clearances: (30 days validity)
 - 1. Bonds Division; (for POM and MICP)
 - 2. Law Division; (for POM and MICP)
 - 3. LBD (for POM and MICP)
 - 4. Collection Division; (for POM only)
 - 5. WDRD (for POM only)

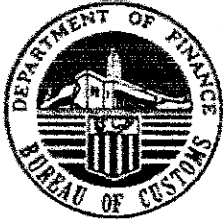


REPUBLIC OF THE PHILIPPINES
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MANILA 1099

TAX CREDIT COMMITTEE SECRETARIAT

REQUIREMENTS FOR TCC UTILIZATION:

- A.** Tax Debit Memo
- B.** Letter Request from Stakeholder for Utilization
Bill of Lading / Proforma or Commercial Invoice / Packing List /
SAD
- C.** Tax Credit Certificate Original or Copy
- D.** Notarized Affidavit of Authenticity – must be legitimate
- E.** Certification/Memo from District Collector interposed no
objection on the request/ no outstanding obligations.
- F.** Indorsement from Accounting Division
- G.** Evaluation Report of Accounting Division
- H.** Board Resolution or Secretary Certificate regarding
authorization of representative to file, follow-up and sign
required documents.
- I.** Clearances from Collection Service, must not be expired
(30 days validity); and
- J.** Port Clearances: (30 days validity)
 - 1.** Bonds Division; (for POM and MICP)
 - 2.** Law Division; (for POM and
MICP)
 - 3.** Liquidation and Billing Div. (for POM and
MICP)
 - 4.** Collection Division; and (for POM only)
 - 5.** WDRD (for POM
only)



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TAX CREDIT COMMITTEE SECRETARIAT

REQUIREMENTS FOR TCC TRANSFER:

SELLER/ASSIGNOR

- A. Letter Request for the transfer of TCC
- B. Deed of Assignment by and between the assignor and assignee.
- C. Original Copy of TCC
- D. SEC Registration
- E. BIR Registration
- F. Affidavit of TCC Authenticity
- G. Board Resolution or Secretary Certificate – Authorizing representative to file, follow-up and/or sign required documents. (notary must be legitimate)
- H. Collection Service Clearance
- I. Port Clearances:
 - a. Bonds Division; (for POM and MICP)
 - b. Law Division; (for POM and MICP)
 - c. Liquidation and Billing Div. (for POM and MICP)
 - d. Collection Division; and (for POM only)
 - e. Warehouse, Document and Records Div. (for POM only)
- J. Notarized Authorization Letter of representative to file, follow-up and sign required documents.

BUYER/ASSIGNEE

- 1. SEC Registration
- 2. BIR Registration
- 3. Board Resolution or Secretary Certificate – Authorizing representative to file, follow-up and/or sign required documents. (notary must be legitimate)
- 4. Collection Service Clearance
- 5. Port Clearances (same with No. 9)



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TAX CREDIT COMMITTEE SECRETARIAT

REQUIREMENTS FOR CASH CONVERSION:

- A.** Letter of Application
- B.** Original Tax Credit Certificate (TCC)
- C.** Affidavit of the applicant, attesting that the TCC is authentic and that the amount thereof represents the remaining balance as of the date of the application
- D.** Board Resolution or Secretary Certificate – Authorizing representative to file, follow-up and/or sign required documents. (notary must be legitimate)
- E.** Clearances from Collection Service, must not be expired (30 days validity); and
- F.** Port Clearances: (30 days validity)
 - 1. Bonds Division; (for POM and MICP)
 - 2. Law Division; (for POM and MICP)
 - 3. Liquidation and Billing Div. (for POM and MICP)
 - 4. Collection Division; and (for POM only)
 - 5. WDRD (for POM only)