



FAIR TRADE ENFORCEMENT BUREAU
Business Licensing and Accreditation Division (BLAD)
 REGISTRATION OF BULK SALES
 Checklist of Requirements/Evaluation Sheet

Name of Applicant (Vendor): _____

Address: _____

Name of Vendee: _____

Address: _____

Date of Sale, Mortgage or Assignment: _____

REQUIREMENTS	REMARKS
_____ 1. Letter informing DTI of the sale;	_____
_____ 2a. Affidavit of Vendor Stating that at the Time of Sale, the Company has or no Creditor/s (SP);	_____
_____ 2b. Board/Partner Resolution, that at the Time of Sale the Company has or no Creditor/s (Corp./Partnership);	_____
_____ 3a. List of Creditors (name, address, total amount due) to be included in 2a or 2b , whichever is applicable;	_____
_____ 3b. Copy of the Notice to the Creditors regarding the Sale, Transfer or Assignment, if there are Creditor/s;	_____
_____ 3c. Original Receiving Copy by all the Creditor/s of the Notice; the notice should be received by the Creditors at least ten (10) days before the date of sale;	_____
_____ 4. Inventory of Properties Sold;	_____
_____ 5a. Copy of the Deed of Sale, Mortgage or Assignment (original copy to be presented);	_____
_____ 5b. Board/Partner's Resolution re: Authorized Company Officers/Signatories in the Deed of Sale (Corp./Partnership);	_____
_____ 5c. Copy of Valid Government-Issued IDs of the Authorized Signatories (original copy must be presented).	_____
_____ 6a. Copy of the Latest BN Registration Certificate (SP);	_____
_____ 6b. Copy of SEC Registration Certificate and Articles of Incorporation/Partnership -both buyer and seller (Corp./Partnership);	_____
_____ 7. Registration Fee (Fee-P50.00 + Doc. Stamp-P30.00 + P5.00/creditor);	_____

Account Officer/Date

All personal data collected shall be processed according to the principles and provisions of the Data Privacy Act of 2012 (DPA), its implementing Rules and Regulations (IRR), and the National Privacy Commission (NPC) issuances.

I understand that the application will not be accepted if incomplete and/or inaccurate.

Applicant/Applicant's Representative/Date

For inquiries, please send email to: fteb_blad@dti.gov.ph

PLEASE BRING THIS CHECKLIST WHENEVER YOU VISIT FTEB IN CONNECTION WITH YOUR APPLICATION.