



**FAIR TRADE ENFORCEMENT BUREAU**  
**Business Licensing and Accreditation Division (BLAD)**  
 Application for License under General Bonded Warehouse Law  
 Checklist of Requirements/Evaluation Sheet

Name of Applicant Firm: \_\_\_\_\_

Type of Application:  New  Renewal Expiry Date: Dec 31, \_\_\_\_\_

Purpose:  Storage Capacity: \_\_\_\_\_  Milling Milling Capacity: Number of sacks/hour: \_\_\_\_\_

REQUIREMENTS	REMARKS
_____ 1.a Application Form signed by authorized signatory;	_____
_____ 1.b Authorization from the Proprietor (SP) if signatory is other than the Proprietor; Board Resolution or Secretary's Certificate/Partner's Resolution re: Authorized Signatory for Corporation/Partnership;	_____
_____ 2.a Copy of Business Name Registration Certificate (SP);	_____
_____ 2.b SEC Registration Certificate, and;	_____
_____ 2.c. Articles of Incorporation/Partnership (New);	_____
_____ 3. List and location map of branches (warehouse) with plan, size and dimensions;	_____
_____ 4. List of agent/employees authorized to sign Warehouse Receipts with specimen signature;	_____
_____ 5. Original specimen of warehouse receipts;	_____
_____ 6. List of weighing equipment including calibration certificates;	_____
_____ 7. Proposed schedule of charges;	_____
_____ 8. Copy of latest audited financial statements;	_____
_____ 9. Fire insurance covering commodities received or stored;	_____
_____ 10. Surety or Cash Bond, at least 33 $\frac{1}{3}$ % of maximum value of commodity to be received/received;	_____
_____ 11. Storage and Withdrawal Report (Renewal);	_____
_____ 12. License/Permit fee (P100-first 1,000 cbm + P0.50/succeeding cbm) & DST = P30.00	_____

\_\_\_\_\_  
Account Officer/Date

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.*