



DEPARTMENT OF TRADE AND INDUSTRY
FAIR TRADE ENFORCEMENT BUREAU

SALES PROMOTION APPLICATION FORM

___ RAFFLE ___ CONTEST

DATE

PROMO TITLE

() 1. NAME OF SPONSOR : _____

- ADDRESS : _____
- TELEPHONE NO: _____
- AUTHORIZED REPRESENTATIVE : _____
- DESIGNATION : _____

() 2. NAME OF ADVERTISING AGENCY : _____

- ADDRESS : _____
- TELEPHONE NO: _____
- AUTHORIZED REPRESENTATIVE : _____
- DESIGNATION : _____

() 3. PROMO PERIOD : _____

() 4. COVERAGE : GMA NATIONWIDE OTHERS : _____

() 5. LIST OF PARTICIPATING OUTLETS/BRANCHES : _____

() 6. PRODUCTS/SERVICES PROMOTED :

BRAND	MODEL, SPECIFICATIONS, SIZES (in metric, enclose English size in parenthesis if applicable)
_____	_____
_____	_____
_____	_____

() 7. PURCHASE AMOUNT REQUIRED : _____

() 8. WHO ARE QUALIFIED TO JOIN?: _____

() 9. WHO ARE DISQUALIFIED TO JOIN?:
Employees of promoting agency (_____), advertising agency (_____) and participating outlets including their relatives up to second degree of consanguinity or affinity are disqualified from joining the promotion .

() 10. HOW TO JOIN: _____

() 11. LOCATION OF DROP CENTER : _____

() 12. DEADLINE OF SUBMISSION OF ENTRIES (DATE & TIME): _____

() 13. RAFFLE DRAW / DETERMINATION OF WINNERS (within 14 days from deadline for submission of entries)

DATE & TIME (preferably after office hours) : _____

VENUE : _____

() 14. PROCEDURE IN THE DETERMINATION OF WINNERS

RAFFLE

- () MANUAL
- () ELECTRONIC
- () OTHERS, SPECIFY _____

JUDGING

- () CRITERIA WITH CLEAR DEFINITION AND PERCENTAGE

- () NAMES & PROFILE OF JUDGES:

- () PROCEDURE IN THE VERIFICATION OF WINNING ENTRIES:

() 15. PRIZES W/SPECIFICATION

(SIZES IN METRIC, BRAND, MODEL)	NO./CATEGORIES OF WINNERS	COST OF EACH	TOTAL COST
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

TOTAL NUMBER OF WINNERS PER DRAW/JUDGING : _____

TOTAL NUMBER OF WINNERS FOR ALL DRAWS/JUDGING : _____

- () TRIP, SCHOLARSHIP & CELLPHONE PRIZES :

TRANSFERABLE

CONVERTIBLE TO CASH

CASH CONVERSION VALUE : _____

() 16. NUMBER OF TIMES A PARTICIPANT CAN WIN : _____

() 17. NOTIFICATION OF WINNERS : _____

() 18. ANNOUNCEMENT OF WINNERS : _____

() 19. WHO SHALL PAY 20% TAX FOR PRIZES EXCEEDING P10,000.00: _____

() 20. PERIOD OF REDEMPTION/CLAIM PERIOD : _____

() 21. COMPLETE ADDRESS OF REDEMPTION CENTER

for GMA winners: _____

for PROVINCIAL winners: _____

() 22. HOW TO CLAIM PRIZES: _____

() 23. ATTACHMENTS

() COMPLETE MECHANICS

() CONTROL MEASURES (Procedure in handling, collecting, safekeeping of entries and ensuring the fairness in determination of winners)

() PROMO PARTICULARS (raffle stub, entry form, coupon, score sheet, tally sheet)

