

**BARANGAY MICRO BUSINESS ENTERPRISE  
APPLICATION FORM**

Date of Registration: \_\_\_\_\_  
 Start Time: \_\_\_\_\_  
 End Time: \_\_\_\_\_  
 Issue encountered: \_\_\_\_\_

Registration Type:  New  Renewal  
 If Renewal, BMBE Certificate No.: \_\_\_\_\_  
 Date of Last Registration \_\_\_\_\_

\_\_\_\_\_  
 DTI Business Name /SEC Registration No/  
 CDA Registration No.

\_\_\_\_\_  
**Name of Business Enterprise**  
 (DTI Business Name/ SEC Registered Name/ CDA Registered Name)

Name of the Business Owner (if Sole Proprietor)

\_\_\_\_\_  
 Last Name First Name Middle Initial  Male  Female

Business \_\_\_\_\_ (House/Bldg. No.) \_\_\_\_\_ (Bldg. Name) Telephone No.: \_\_\_\_\_  
 Address: \_\_\_\_\_ (Unit No.) \_\_\_\_\_ (Street) Mobile No.: \_\_\_\_\_  
 \_\_\_\_\_ (Barangay) \_\_\_\_\_ (Subdivision) Fax No.: \_\_\_\_\_  
 \_\_\_\_\_ (City/Municipality) \_\_\_\_\_ (Province) Email: \_\_\_\_\_

Branches (if any):

- Type of Business  Single Proprietorship  Partnership  Corporation  Cooperative  
 Organization:  Association  Others: \_\_\_\_\_  
 Status of Business:  New Business  Existing Business  
 Principal Business  Production  Processing  Manufacturing  Trading  
 Activity:  Service (excluding those rendered by anyone who is duly licensed by the government after having passed a government licensure examination in connection with the exercise of one's profession)  
 Others: \_\_\_\_\_

Is your business a branch, subsidiary, division, or office of a large-scale enterprise and its policies and business operations are determined by a large-scale enterprise or its owners/employees?  Yes  No

Product Lines/Services: \_\_\_\_\_

Other Businesses, if any?  Yes, how many? \_\_\_\_\_  No

Total Assets (To the nearest thousand pesos excluding the value of the land on which the business entity's office, plant and equipment are located) Php \_\_\_\_\_

Breakdown of Assets (in Philippine Peso)

- Land (to be excluded in the total assets): \_\_\_\_\_
- Cash (on hand, in bank, loans): \_\_\_\_\_
- Building/Plant: \_\_\_\_\_
- Equipment: \_\_\_\_\_
- Inventories: \_\_\_\_\_
- Account Receivables: \_\_\_\_\_

Total Number of Employees: \_\_\_\_\_ No. of Regular Males: \_\_\_\_\_ No. of Regular Females: \_\_\_\_\_  
 No. of Irregular Males: \_\_\_\_\_ No. of Irregular Females: \_\_\_\_\_

**UNDERTAKING**

I/We hereby declare, for purposes of Section 5 of RA 9178, that all information, including the business enterprise's asset size, supplied in this application which shall be the basis of assessing my eligibility for registering as BMBE are true and correct to the best of my belief and knowledge. Any false or misleading information supplied, and/or production of materially false or misleading document to support this application shall be ground for disapproval of BMBE application/revocation of BMBE Certificate of Authority as well as ground for criminal, civil and/or administrative action against our enterprise. I affirm under the penalties of perjury, that this declaration has been made in good faith.

I/We undertake to advise the Department of Trade and Industry through the Negosyo Center of any change in the status of its ownership structure and shall surrender the original copy of the BMBE Certificate of Authority for notation of the transfer.

\_\_\_\_\_  
 Applicant's Signature Over Printed Name

**ACKNOWLEDGEMENT RECEIPT**

I hereby acknowledge receipt of the original copy of the registered BMBE Certificate of Authority, received on \_\_\_\_\_.

\_\_\_\_\_  
 Applicant's/Authorized Representative's Signature Over Printed Name