

**ANNUAL REPORT**

Year \_\_\_\_\_

(RA 8762 - Retail Trade Liberalization Act)

Annual Report No.: \_\_\_\_\_

**BASIC INFORMATION**

<b>Name of Entity</b>			
<b>Business Address</b>			
<b>Telephone No.</b>			
<b>Fax No.</b>			
<b>E-mail Address</b>			
<b>Date of Incorporation</b>			
<b>Capitalization</b>	Authorized		
	Subscribed		
	Paid-Up		
<b>Present Ownership</b>	Foreign		
	Filipino		
<b>Major Stockholders</b>	<b>Name/s</b>	<b>Subscriptions</b>	<b>Paid-up</b>

**RETAIL BUSINESS INFORMATION**

<b>Cert. No./ Date of Pre-qualification (If Applicable)</b>				
<b>Entities Pre-qualified</b>				
<b>Start of Operations</b>				
<b>Stores</b>	<b>Location</b>	<b>Amount of Investment Per Store</b>	<b>Percentage (%) of Imported/ Local Inventory</b>	<b>Status of Operation/ Date of Opening</b>
<b>Employment</b>	<b>Local</b>			
	<b>Foreign</b>			

Prescribed Minimum Capital (Please check (√) one)	Unrepatriated		Repatriated / Date of Repatriation
Public Offering of Shares of Stocks (If applicable)		Date of Offering	Number of Shares Offered

(Use additional sheets if necessary)

Additional Supporting Documents:

- Audited Financial Statement
- Income Tax Returns
- Quarterly Statements certifying the ratio of local inventory to imported inventory

**CERTIFICATION**

I, \_\_\_\_\_, of legal age, and a resident of \_\_\_\_\_, after having been duly sworn to in accordance with law, hereby state and certify that:

1. I am presently occupying the position of \_\_\_\_\_ in \_\_\_\_\_;
2. I have caused the preparation of this annual report;
3. I hereby authorize the duly designated representatives of DTI-BOI to inspect our books of accounts and records, conduct necessary examination of the same, make pertinent inquiries from its official and take such action as may be necessary for the proper exercise of such authority; and
4. I have read and understood the contents thereof and that all information therein are true and correct to the best of my knowledge and information.

Done in \_\_\_\_\_ on \_\_\_\_\_.

\_\_\_\_\_  
(Name & Signature)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in \_\_\_\_\_, affiant exhibiting his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

NOTARY PUBLIC

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