 Republic of the Philippines

Department of Finance

**ANNEX “E”**

# BUREAU OF INTERNAL REVENUE

Quezon City

**APPLICATION FOR TAX COMPLIANCE VERIFICATION CLEARANCE**

***(To be accomplished by Individual Taxpayer Securing Tax Compliance Verification Clearance***

***For Final Settlement of Government Contracts)***

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Filipino/\_\_\_\_\_\_\_\_\_\_\_\_\_(*indicate nationality for non-Filipino citizenship),* of legal age, single/married to\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, permanently residing at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with Taxpayer Identification Number (TIN) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby depose and state:

1. That I am the Owner/Proprietor/Proprietress of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with **business address** at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

with Telephone/Cellular Phone No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and **email address** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

2. That my business trade name has been duly registered with the **Department of Trade and Industry** on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ under DTI Registration Certificate No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

3. That I registered my business with **BIR** under Certificate of Registration No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ issued at

Revenue District Office No. \_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

4. That, I am securing/applying for **TAX COMPLIANCE VERIFICATION CLEARANCE (*for FINAL SETTLEMENT OF GOVERNMENT CONTRACTS*)**, a pre-requisite forthe issuance of **Tax Clearance Certificate for Final Settlement of Government Contracts** as required under **Executive Order No. 398,** and implemented by **RR No. 17-2024**;

5. That, the following documentary requirements in relation to the aforesaid application are all **authentic** and hereto attached in compliance with the existing policies:

\_\_\_\_\_ a. One (1) original copy of the Certification of Collectible Final Payment with attached one (1) photocopy of

government agency’s issued ID of the signatory reflecting the signature or specimen signature;

\_\_\_\_\_ b. Proof of payment for Documentary Stamp Tax worth P30.00 for Tax Compliance Verification Certificate;

\_\_\_\_\_ c. Confirmation Receipt of Electronic payment of certification fee worth Php 100.00 or other proof of payment;

**Note:** *Mandatory payment of Cert. Fee thru eFPS for renewal applicants*

\_\_\_\_\_ d. One (1) original copy of valid and properly accomplished Special Power of Attorney (SPA) signed by the

applicant, *applicable only to applications through an authorized representative;* and

\_\_\_\_\_ e. One (1) photocopy of each valid identification cards (any government issued ID) with three (3) specimen

signatures of the applicant and the authorized representative.

6. And that, to the best of my knowledge and belief, I have satisfied the prescribed criteria for the issuance of Tax Compliance Verification Certificate.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Signature over Printed Name of Applicant

**Data Privacy Notice**: Herein information is intended for Authorized Personnel only. Unauthorized disclosure is punishable by laws, as mandated by R.A. 10173, also known as the Data Privacy Act of 2012, and Section 270 of the National Internal Revenue Code (NIRC) in handling/processing of BIR data/information