



Housing and Land Use Regulatory Board  
 Expanded National Capital Region Field Office  
 6<sup>th</sup> Floor, Sunnymede IT Center,  
 1614 Quezon Avenue, South Triangle, Quezon City

**APPLICATION FOR REGISTRATION OF BUSINESS FIRMS**

Original ( ) Renewal ( )

Pursuant to Sections 11 and 12 of Presidential Decree No. 957,  
 as implemented by Board Resolution No. 922, Series of 2014

Name of Applicant: \_\_\_\_\_  
 Office Address: \_\_\_\_\_ Tel. No.: \_\_\_\_\_  
 Branch Office Address: \_\_\_\_\_ Tel. No.: \_\_\_\_\_  
 Year Last Registered (for renewal only) \_\_\_\_\_

\*Attached herewith are the following:

- [ ] Two (2) recent 2 X 2 photo;
- [ ] Secretary’s Certificate or Sworn Authorization of the Representative;
- [ ] Photocopy of Certificate of Registration with the Security and Exchange Commission (SEC), Department of Trade and Industry (DTI), or Cooperative Development Authority (CDA) (Original thereof to be presented upon filing for comparison as faithful reproduction);
- [ ] Photocopy of the Applicant’s Articles of Incorporation, Partnership, or Cooperation (Original thereof to be presented upon filing for comparison as faithful reproduction);
- [ ] Photocopy of the Bond or Security (Original copy to be presented);
- [ ] Current list of engaged or employed HLURB brokers and/or salespersons; and
- [ ] Photocopy of the Official Receipt.

I hereby attest that all the foregoing information, data, and submitted documents are true and correct to the best of my knowledge and have been given freely, voluntarily and without fraudulent or deceitful intent and purpose whatsoever, and that I have personally read, filled-out, understood and signed the foregoing application form.

\_\_\_\_\_  
 Printed Name and Signature  
 \_\_\_\_\_,  
 Place Date  
 \_\_\_\_\_  
 T.I.N.

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_,  
 affiant exhibiting to me \_\_\_\_\_ issued in \_\_\_\_\_ on \_\_\_\_\_.

**NOTARY PUBLIC**

Doc. No. : \_\_\_\_\_  
 Page No. : \_\_\_\_\_  
 Book No. : \_\_\_\_\_  
 Series of : \_\_\_\_\_

**\*APPLICATION WITH INCOMPLETE REQUIREMENTS WILL NOT BE ACCEPTED FOR PROCESSING**