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Republic of the Philippines
Department of Justice
BUREAU OF IMMIGRATION

GENERAL APPLICATION FORM

BI FORM: **MCL - 07 - 01**

DIRECTIONS:

1. Mark appropriate boxes with "X". Indicate "N/A" if not applicable. Do not leave any space blank. Print all information legibly.
2. General Application Form not properly accomplished and notarized will be summarily denied.
3. Giving of false information by applicant petitioner or his/her duly authorized representative will be a basis for the summary denial of application.
4. Only representatives duly accredited by the Bureau will be allowed to represent applicant / petitioner.
5. The Certification on page 2 hereof is an integral part of this General Application Form. All documents submitted to the Bureau must conform to the representations in the certification.

Attach recent 2x2 colored photograph of the applicant using permanent glue

APPLICATION INFORMATION

TYPE OF APPLICATION

☐ Visa Conversion	☐ Visa Extension	Number of months:
☐ Permit	☐ Other Applications	

BI ACCREDITATION NUMBER

NAME OF AUTHORIZED REPRESENTATIVE

PERSONAL INFORMATION

NAME OF APPLICANT

LAST NAME

FIRST NAME

MIDDLE NAME

OTHER NAME / ALIAS / AKA

PHILIPPINE ADDRESS

NO., STREET, SUBDIVISION / VILLAGE / BARANGAY

MUNICIPALITY / CITY

PROVINCE ZIP CODE

FOREIGN ADDRESS

NO., STREET, SUBDIVISION / VILLAGE

MUNICIPALITY / CITY STATE

COUNTRY ZIP CODE

SPOUSE

LAST NAME

FIRST NAME

MIDDLE NAME

NAME OF CHILDREN DATE OF BIRTH [MM-DD-YYYY]

(USE OTHER SHEET IF NEEDED)

CHARACTER REFERENCES IN THE PHILIPPINES

LANGUAGE SPOKEN

DATE OF BIRTH [MM-DD-YYYY]

PLACE OF BIRTH

CITIZENSHIP

GENDER ☐ MALE ☐ FEMALE HEIGHT cm WEIGHT kg

CIVIL STATUS

☐ SINGLE ☐ SEPARATED IN FACT ☐ DIVORCED / SEPARATED
☐ MARRIED ☐ WIDOWER / WIDOW

TRAVEL INFORMATION

PASSPORT NUMBER EXPIRY DATE [MM-DD-YYYY]

PLACE OF ISSUE

DATE OF LAST ARRIVAL FLIGHT NUMBER

PRESENT IMMIGRATION STATUS LAST DAY OF AUTHORIZED STAY [MM-DD-YYYY]

BARCODE STICKER

IN APPLICATIONS FOR TREATY TRADER'S / INVESTOR'S, STUDENT OR PRE-ARRANGED EMPLOYEE'S VISA OR SPECIAL PERMITS

PETITIONER'S INFORMATION

NAME OF COMPANY / SCHOOL

DATE OF INCORPORATION [MM-DD-YYYY]

REGISTERED ADDRESS

NO., STREET, SUBDIVISION / VILLAGE / BARANGAY

MUNICIPAL ITY / CITY

PROVINCE

ZIP CODE

REGISTRATION NUMBER

PRIMARY PURPOSE OF THE COMPANY

PETITIONER'S REPRESENTATIVE

LAST NAME

FIRST NAME

MIDDLE NAME

POSITION IN THE COMPANY

EMPLOYEE'S OTHER INFORMATION

PROPOSED WORK POSITION

JOB DESCRIPTION

ALIEN EMPLOYMENT PERMIT No.

AEP EXPIRATION DATE

ACTUAL MONTHLY COMPENSATION

DURATION OF EMPLOYMENT CONTRACT

EXPIRATION OF CONTRACT (MM-DD-YYYY)

APPLICANT'S OTHER INFORMATION

PROPOSED COURSE / DEGREE

SCHOOL YEAR

TO

SEMESTER / TRIMESTER

GUARDIAN

LAST NAME

FIRST NAME

MIDDLE NAME

RELATIONSHIP TO APPLICANT

CERTIFICATION

I HEREBY CERTIFY UNDER OATH THAT ALL THE INFORMATION CONTAINED IN THIS GENERAL APPLICATION FORM CONSISTING OF (2) TWO PAGES, INCLUDING THE PAGE ON WHICH THIS CERTIFICATION IS WRITTEN, ARE TRUE AND CORRECT. BASE ON MY OWN PERSONAL KNOWLEDGE AND ON AUTHENTIC DOCUMENTS IN MY POSSESSION. I FURTHERMORE WARRANT THAT I HAVE COMPLIED WITH ALL THE REQUIREMENTS OF THE BUREAU OF IMMIGRATION WITH RESPECT TO THIS APPLICATION AND THAT I SUBMITTED DULY CERTIFIED COPIES / AUTHENTICATED OF DOCUMENTS ISSUED UNDER THE OFFICIAL SEAL OF THE OFFICER HAVING LEGAL CUSTODY OF THEIR ORIGINALS IN THE PHILIPPINES AND FOREIGN DOCUMENTS WITH THEIR OFFICIAL ENGLISH TRANSLATION, DULY AUTHENTICATED BY THE CONSUL / EMBASSY OFFICIAL IN THE FOREIGN SERVICE OF THE PHILIPPINES IN THE FOREIGN COUNTRY WHERE SUCH DOCUMENTS WERE ISSUED. I UNDERSTAND THAT MY APPLICATION CAN BE SUMMARILY DENIED BY THE BUREAU IF IT FINDS ANY STATEMENT HEREIN TO BE FALSE, IF ANY DOCUMENT SUBMITTED ARE FOUND TO HAVE BEEN FALSIFIED, OR IF I FAIL TO COMPLY WITH ALL THE REQUIREMENTS OF THE BUREAU OF IMMIGRATION WITH RESPECT TO MY APPLICATION / PETITION WITHOUT PREJUDICE TO WHATEVER ACTION THE BUREAU OF IMMIGRATION SHALL TAKE IN ACCORDANCE WITH APPLICABLE LAWS OF THE REPUBLIC OF THE PHILIPPINES.

DATE:_____

_____
APPLICANT'S / PETITIONER'S REPRESENTATIVE
SIGNATURE OVER PRINTED NAME

_____
APPLICANT'S SIGNATURE OVER PRINTED NAME

Republic of the Philippines …….)
City / Municipality of……..……..)S.S.

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY_____ ,_____ AFFIANT EXHIBITING HIS/HER CTC, ACR PASSPORT NUMBER _____ ISSUED AT_____ON _____ .

NOTARY PUBLIC

Until December 31, _____

PTR No. _____

IBP O.R. No. _____

ADDREES:_____

_____

Doc. No. _____

Book No. _____

Page No. _____

Series No. _____