

REPUBLIC OF THE PHILIPPINES            )  
\_\_\_\_\_    ) S.S.

## AFFIDAVIT OF UNDERTAKING

I, **(Full Name)**, **(Civil Status)**, **(Citizenship)**, of legal age and with registered business address at \_\_\_\_\_ after being sworn in accordance with law, do hereby depose and state the following:

1. I am the **(Position)** and the authorized representative of **(Name of the Registered Business Entity)** per Board Resolution/ Written Resolution (for One Person Corporations) / Partnership Resolution/ Department of Trade and Industry Certification No. \_\_\_\_\_ *(for Sole Proprietors)* dated \_\_\_\_\_;
2. **(Name of the Registered Business Entity)** or the “Company” is a corporation/partnership/sole proprietorship organized and existing under the laws of the Philippines, and duly registered with **(Name of Investment Promotion Agency)** with Certificate of Registration Number: \_\_\_\_\_ issued on \_\_\_\_\_;
3. The Company is a registered business enterprise in the Information Technology — Business Process Management (IT-BPM) sector transferring its registration from **(Name of Investment Promotion Agency)** to the Board of Investments pursuant to Fiscal Incentives Review Board (FIRB) Resolution No. 026-22 dated 14 September 2022, as extended by FIRB Resolution No. 033-22, dated 23 December 2022.
4. The Company has applied or intends to apply for a Tax Exemption Indorsement (TEI) on **(actual date or target date of application of TEI)** with the Department of Finance’s Revenue Office (DOF-RO).
5. As the TEI remains outstanding, the Company has lodged a provisional goods declaration on **(date of lodgement)**.
6. I undertake to submit to the Bureau of Customs the TEI once issued by the DOF-RO pursuant to *Customs Memorandum Circular (CAO) No. 9-2020* or before **(date to submit TEI)**.
7. I am aware that non-compliance on my part with the conditions for provisional goods declaration shall subject the goods covered by the same to the penalties enumerated in Section 5.7.5 (e) of CAO No. 9-2020 and that this undertaking is in lieu of the posting of any security with the BOC.
8. I further undertake under penalty of perjury and other related criminal offenses that this undertaking is true and correct, and I submit to the full

authority of the BOC to proceed against the good declared or the Company, should any of the foregoing facts be found to be false and incorrect.

9. I am executing this undertaking to attest to the truthfulness of the foregoing statement, and for the purpose of complying with the requirements in support of the provisional goods declaration.

**IN WITNESS WHEREOF**, I have hereunto affixed my signature this \_\_\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Affiant

**SUBSCRIBED AND SWORN** to before me, in \_\_\_\_\_ on the \_\_\_\_ day of \_\_\_\_\_, YYYY affiant exhibiting to me his/her \_\_\_\_\_ with number \_\_\_\_\_ issued \_\_\_\_\_ as competent proof of identity.

Notary Public

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