

## Client Profile Registration System (CPRS)

# EXPORTER PROFILE INFORMATION

(for Sole / Single Proprietorship)

DATA ITEM	INFORMATION
<b>Scanned Photo</b> / <i>Mandatory</i> <i>(Please submit your photo or logo in JPEG form)</i>	
<b>Nature of Business</b> / <i>Mandatory</i> <i>(Pls. refer to your BIR Certificate of Registration Form 2303)</i>	
<b>Business Name</b> / <i>Mandatory</i>	
First Name / <i>Mandatory</i>	
Middle Name / <i>Mandatory</i>	
Last Name / <i>Mandatory</i>	
<b>Country of Citizenship</b> / <i>Mandatory</i>	
<b>Business Address</b>	
Address / <i>Mandatory</i>	
City / <i>Mandatory</i>	
Zip Code / <i>Mandatory</i>	
Country / <i>Mandatory</i>	
<b>Contact Information</b>	
Phone / <i>Mandatory</i>	
Alternate Phone / <i>Optional</i>	
Mobile Phone / <i>Optional</i>	
Fax / <i>Optional</i>	
Email / <i>Mandatory</i>	
URL/Website / <i>Optional</i>	
<b>Warehouse / Transit Shed Code</b> / <i>Optional</i>	
<b>Tax Identification Number</b> / <i>Mandatory</i> <i>(Pls. refer to your BIR Certificate of Registration Form 2303)</i>	
<b>Social Security Number</b> / <i>Optional</i>	
<b>Passport Number</b> / <i>Optional</i>	
<b>Driver's License</b> / <i>Optional</i>	
<b>PRC ID No.</b> / <i>Optional</i>	
<b>Primary VASP CCN No.</b> / <i>Mandatory</i>	<b>VA0000000051</b>
<b>Secondary VASP CCN No.</b> / <i>Optional</i>	
<b>PEZA-BOI Registration Number</b> <b>(if applicable)/CARR Code</b> / <i>Optional</i>	
<b>DTI Reference No.</b> / <i>Mandatory</i>	

This is to certify that all information in this page are true and correct.

Approved for CPRS registration by: \_\_\_\_\_

*Signature over Printed Name of Authorized Company Officer*





## CPRS Exporter Profile Information

Company Name: \_\_\_\_\_

**Related domestic & foreign companies**

Related company 1 / <i>Optional</i>	
Related company 2 / <i>Optional</i>	
Related company 3 / <i>Optional</i>	

Primary Broker / Mandatory (Please check *In-House* or *Licensed Broker*)**In House**

TIN ( <i>Default</i> )	111-111-111-111
Code ( <i>Default</i> )	BR0000722111
<b>Primary Licensed Broker</b> ( Please attach Broker's Certificate of Registration)	
TIN / <i>Mandatory</i>	
Code/ <i>Mandatory</i>	

**Plant/Warehouse Addresses/** Mandatory to indicate at least one (1) Plant Address

Address / <i>Mandatory</i>	
City / <i>Mandatory</i>	
Zip Code / <i>Mandatory</i>	
Country / <i>Mandatory</i>	

**Principal Officers/** Mandatory to indicate at least one (1) Principal Officer

First Name / <i>Mandatory</i>	
Middle Name / <i>Mandatory</i>	
Last Name / <i>Mandatory</i>	
Position / <i>Mandatory</i>	
TIN / <i>Mandatory</i>	
Photo / <i>Mandatory</i> (Please submit in JPEG Form)	
Signature / <i>Mandatory</i> (Original Signature)	
Address	
Address / <i>Mandatory</i>	
City / <i>Mandatory</i>	
Zip Code / <i>Mandatory</i>	
Country / <i>Mandatory</i>	
Phone / <i>Mandatory</i>	
Alternate Phone / <i>Optional</i>	
Mobile / <i>Optional</i>	
Fax / <i>Optional</i>	
Email / <i>Mandatory</i>	

**Note: You may photocopy this page for multiple information entry.**

This is to certify that all information in this page are true and correct.

Approved for CPRS registration by: \_\_\_\_\_



**CPRS Exporter Profile Information**

**Company Name:** \_\_\_\_\_

<b>Responsible Officers/</b> <i>Mandatory to indicate at least one (1) Responsible Officer</i>	
First Name / <i>Mandatory</i>	
Middle Name / <i>Mandatory</i>	
Last Name / <i>Mandatory</i>	
Position / <i>Mandatory</i>	
TIN / <i>Mandatory</i>	
Area of Responsibility / <i>Mandatory</i>	
Photo / <i>Mandatory</i> <i>(Please submit in JPEG Form)</i>	
Signature / <i>Mandatory</i> <i>(Original Signature)</i>	
Address	
Address / <i>Mandatory</i>	
City / <i>Mandatory</i>	
Zip Code / <i>Mandatory</i>	
Country / <i>Mandatory</i>	
Phone / <i>Mandatory</i>	
Alternate Phone / <i>Optional</i>	
Mobile / <i>Optional</i>	
Fax / <i>Optional</i>	
Email / <i>Mandatory</i>	

<b>Major Suppliers /</b> <i>Mandatory to indicate at least one (1) Major Supplier</i>	
TIN / <i>Mandatory</i>	
Name / <i>Mandatory</i>	
Address	
Address / <i>Mandatory</i>	
City / <i>Mandatory</i>	
Zip Code / <i>Mandatory</i>	
Country / <i>Mandatory</i>	
Phone / <i>Mandatory</i>	
Alternate Phone / <i>Optional</i>	
Mobile / <i>Optional</i>	
Fax / <i>Optional</i>	
Email / <i>Mandatory</i>	

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Approved for CPRS registration by: \_\_\_\_\_  
*Signature over Printed Name of Authorized Company Officer*



**CLIENT PROFILE REGISTRATION SYSTEM (CPRS) INFORMATION**

**Please fill up all information. Do not leave any information blank. If not applicable, please indicate not applicable.**

Company Name: \_\_\_\_\_

TIN Number : \_\_\_\_\_ Website: \_\_\_\_\_

Office Address: \_\_\_\_\_

Warehouse/Plant Address: \_\_\_\_\_

Product Lines/Services: \_\_\_\_\_

Export Products for CPRS: \_\_\_\_\_

With BOC AMO (Account Management Office) accreditation?

\_\_\_\_\_ Yes Imported Materials: \_\_\_\_\_ / \_\_\_\_\_ No

Export Performance for the Past Year (if none, pls. indicate "No Export")

Products Exported: \_\_\_\_\_

Countries of Destination: \_\_\_\_\_

Value (Pesos): \_\_\_\_\_

How many times per year: \_\_\_\_\_

Countries of Export: \_\_\_\_\_

For Corporations:

Authorized Capital Stock: \_\_\_\_\_ (based on General Information Sheet as of \_\_\_\_\_ year)

Paid-Up Capital Stock: \_\_\_\_\_ (based on General Information Sheet as of \_\_\_\_\_ year)

Total Assets: \_\_\_\_\_ (based on Audited Financial Statement as of \_\_\_\_\_ year)

For Sole Proprietorship's:

Owner's Equity: \_\_\_\_\_ (based on Audited Financial Statement as of \_\_\_\_\_ year)

Total Assets: \_\_\_\_\_ (based on Audited Financial Statement as of \_\_\_\_\_ year)

No. of Employees:

	Office	Plant
Regular	_____	_____
Contractual	_____	_____

Organizations/Associated Membership: \_\_\_\_\_

Trade Fairs Participated (Local & International) : \_\_\_\_\_

**Accomplished by CPRS Authorized Company Officer:**

Name of Person: \_\_\_\_\_

***Signature over printed Name***

Position: \_\_\_\_\_

Contact No/s: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTES:** \* This form is to be filled up by Authorized Representative as per the submitted Secretary's Certificate.

=====Only for Member(s) of PHILEXPORT Membership=====

**Official Representative(s):**

Contact Person 1: \_\_\_\_\_ Position : \_\_\_\_\_

Mobile No.: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Facebook/Messenger/Viber Account: \_\_\_\_\_  
Email Address : \_\_\_\_\_

**Alternate Representative(s):**

Contact Person 2: \_\_\_\_\_ Position : \_\_\_\_\_  
Mobile No.: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Facebook/Messenger/Viber Account: \_\_\_\_\_  
Email Address : \_\_\_\_\_



**DATA PRIVACY DISCLAIMER**



**DATA PRIVACY STATEMENT AND CONSENT FORM FOR THE CLIENT PROFILE REGISTRATION SYSTEM (CPRS) APPLICATION**

I understand and agree that by my voluntary engagement of the services of PHILEXPORT, and by providing my personal information, I am giving consent to PHILEXPORT to collect, store, access, share and process my personal data, whether manually or electronically, which will be used for the purpose of Client Profile Registration System (CPRS) application.

I am aware of and understand my rights under the Data Privacy Act of 2012 and that while I have the right to object, it is still necessary for PHILEXPORT to collect, store, access, share and process my personal data for the purpose of CPRS application with the Bureau of Customs.

I am aware that no persons, other than the relevant PHILEXPORT employees, are authorized to access my personal data held in the database, and that all persons who need to access and process my information are required to maintain its confidentiality and compliance with privacy laws.

I also acknowledge and warrant that this waiver frees PHILEXPORT from any complaint, law suit, or damages in relation to this process.

I confirm that the contents of this consent form have been explained to me in terms that I understand and that I agree to the provisions stated above. My signature below signifies my voluntary consent to the above.

\_\_\_\_\_  
Name and signature of Authorized Representative

Company : \_\_\_\_\_  
Position : \_\_\_\_\_  
Date : \_\_\_\_\_

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**SUBSCRIBED AND SWORN** to before me this \_\_\_\_\_ day of \_\_\_\_\_, (CPRS Official Representative), exhibiting to me his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_, Philippines.

**NOTARY PUBLIC**

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Series No. \_\_\_\_\_

