

Application for Authority to Print Receipts and Invoices

BIR	Form No).
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Marc	h 2013 (FNCS)

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		2	ATP APPLI	ED FOR		3 RDO C	ODE		
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		'	► Hea	ad Office	Branch O	ffice			
4 TAXPAYER'S									
NAME >									
(Last Name,	First Name,		lL	lo Namo if India	idual)	Mother's M	aidan Nama		
(Last Name, First Name, Middle Name, if Individual) Mother's Maiden Name									
▶									
(Designatived Name if non-individual)									
(Registered Name, if non-individual)									
5 TRADE NAME									
6 BUSINESS									
ADDRESS									
Indicate applicable									
head or branch office address;									
8 CONTACT 9 E-MAIL ADDRESS NUMBER >									
		DDIVITED							
10 PRINTER'S TIN 11 PRINTER'S NAME									
12 PRINTER'S		13	DATE OF						
ACCREDITATION			ACCREDIT	ATION >					
NUMBER •									
14 PRINTER'S									
BUSINESS > ADDRESS									
	146	E MAIL AD	DDECC						
15 CONTACT NUMBER LOCAL LABORESS LOCAL LABORES LOCAL LABORES LOCAL LABORES LOCAL LABORES LOCAL LABORES LOCAL LA									
17 TYPE/NATURE OF BOU	ınd		Loose Leaf		Others				
APPLICATION	iiiu		Loose Lear	_	_ Officers				
18 DESCRIPTION OF RECEIPTS AND INVOI	CES (ATTACH	ADDITIONAL S	HEET/S IF NEC	:FSSARY)					
A For Principal Receipts and Invoices									
A For Principal Receipts and Invoices	TVDE	NO OF BOYE	SC/DOOKLETS	NO OF SETS BED	NO OF CODIES	S SEDI/	VI NO		
A For Principal Receipts and Invoices DESCRIPTION	TYPE VAT. NON VAT.			NO. OF SETS PER			AL NO.		
	TYPE VAT NON-VAT	NO. OF BOXE	S/BOOKLETS BOUND	NO. OF SETS PER BOX/BOOKLET	NO. OF COPIES	SERIA START	AL NO.		
DESCRIPTION	VAT NON-VAT								
B For Supplementary Receipts and Invoice	VAT NON-VAT	LOOSE	BOUND	BOX/BOOKLET	PER SET	START	END		
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B For Supplementary Receipts and Invoice	VAT NON-VAT	NO. OF BOXE	BOUND	BOX/BOOKLET NO. OF SETS PER	PER SET	START S SERIA START	AL NO.		
B For Supplementary Receipts and Invoice DESCRIPTION DESCRIPTION 19 DECLARATION	S TYPE VAT NON-VAT	NO. OF BOXE	BOUND S/BOOKLETS BOUND	NO. OF SETS PER BOX/BOOKLET	PER SET	START S SERIA START Stamp of BIR I	AL NO. END Receiving Office		
B For Supplementary Receipts and Invoice DESCRIPTION DESCRIPTION 19 DECLARATION I declare, under the penalties of perjury, me, and to the best of my knowledge and	S TYPE VAT NON-VAT that this application hobelief, is true and core	NO. OF BOXE LOOSE as been marrect, pursua	BOUND SS/BOOKLETS BOUND de in good frant to the pro	NO. OF SETS PER BOX/BOOKLET	PER SET	START S SERIA START	AL NO. END Receiving Office		
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ATTACHMENTS:

For New Taxpayers:

- Original Printer's Job Order
- Original copy of sample layout/template of OR/SI/CI
- Photocopy of Loose-leaf Permit, if applicable

For Old Taxpayers:

- Original Printer's Job Order
- Original copy of sample layout/template of OR/SI/CI
- Photocopy of previous Authority to Print Receipts and Invoices, if not available, the last series of the printed OR/SI/CI.
- Photocopy of Loose-leaf Permit, if applicable.

REMINDER

Only the head office shall file the "Application for Authority to Print Receipts and Invoices (ATP)". One application should be filed and one permit should be issued for every establishment (head office or each branch). The data that should appear in the ATP are the data pertaining to the establishment that will use the receipts/invoices.