**Annex “A”**

**REPUBLIC OF THE PHILIPPINES** )

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ) S.S.

**SWORN AFFIDAVIT**

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. ***(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 \_\_\_\_\_\_\_\_\_;
2. I am the **owner** of the said company per DTI Certification No. \_\_\_\_\_\_\_\_\_ /I am the ***(position)***  andthe authorized representative of said company per Board Resolution/Partnership Resolution dated *\_\_\_\_\_\_\_\_\_;*
3. The Company is engaged in ***(Primary Registered Business Activity)*** with VAT Certification (PEZA Form 97-01 / CRTE / CETI Number): \_\_\_\_\_\_\_\_\_ issued on \_\_\_\_\_\_\_\_\_, and with the following description:

*(Description of the registered business project or activity)*

1. The Company will procure the following goods or services which are indispensable to the registered project or activity and without which the project or activity cannot be carried out:

*(Specify goods or services to be procured with a brief description)*

1. The goods or services shall be procured by the Company from ***(Name of Supplier)***, a legitimate provider of the above-mentioned goods or services;
2. Of the procured goods or service: ***(mark the applicable box)***

[ ] the entire goods or services specified shall be directly and exclusively used in the Company’s registered business project or activity.

[ ] only a portion of the goods or services specified shall be directly and exclusively used in the registered business project or activity. In this regard, the Company shall adopt ***(allocation method used)*** to properly determine which goods or services are utilized or to be utilized in the registered business project or activity;

1. The expected date of utilization of the goods procured or the date of performance of services shall be on \_\_\_\_\_\_\_\_ (date of utilization of goods or performance of service);
2. I hereby declare under the penalty of perjury that the foregoing attestations are true and correct to the best of my knowledge and belief;
3. This *Sworn Affidavit* is executed in compliance with the requirements under Bureau of Internal Revenue (BIR) Revenue Memorandum Circular (RMC) No. 24-2022.

**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.

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Book No. \_\_\_\_\_\_;

Series of YYYY.