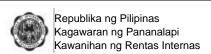
(To be filled up by the BIR) DLN: ANNEX "A"



Application for Authority to Use Computerized Accounting System or Components thereof/

BIR Form No.

1900
September 2002(ENCS

	Loose-Leaf Books of	•		01001/	Septemi	Del 2002(ENCS			
F	Fill in all applicable spaces. Mark all appropriate boxes with an "X".									
1	TAXPAYER IDENTIFICATION NUMBER (TIN)		2	RDO CODE	►		1			
3	TAXPAYER'S NAME									
	•									
	(Last Name, First Name, Middle Name, if individual/ Registered Name, if non-individual	dual)								
4	BUSINESS ADDRESS	,								
	>									
5	TYPE/ NATURE OF APPLICATION									
	A Loose-leaf Books of Accounts and Accounting Records (manual)	Cash Disb	ourseme	ent Book						
	B Complete Computerized Accounting System	Accts. Pay	yable B	ook						
	With E-Invoicing Without E-Invoicing	Accts. Re	ceivable	e Book						
	C Computerized Books of Accounts	Others (sp	pecify)							
	General Journal Disbursement Book		,							
		Others (S	'n a aifr ()							
		. Others (3	ppecify)							
	D Computer-generated Subsidiary Accounting Records									
	Cash Receipt Book Debit/Credit Memo Book									
	•	tom or oor	nnana	nto thoroof we	ould roau	iro				
	NOTE: Any change in system, contents and format for computerized accounting syst taxpayer's notification of change and submission of hard copy before phasing									
6	DECLARATION			Stamp of E	3IR Recei	ving Offic	е			
	I declare, under the penalties of perjury, that this application has been made in good faith	and Da	and Date of Receipt							
	me, and to the best of my knowledge and belief, is true and correct, pursuant to the provis									
	National Internal Revenue Code, as amended, and the regulations issued under authority the	nereof.								
	TAXPAYER/AUTHORIZED AGENT TITLE/POSITION OF SIGNATORY			Attachments complete?						
	(Signature over printed name)			(To be filled up by BIR)						
<u> </u>				>	Yes	No				
ΑI	TACHMENTS: (Please check appropriate box)									
	I. General Requirements ☐ 1. Company Profile									
	☐ 1.1 Photocopy of BIR Certificate of Registration									
	1.2 Photocopy of Previously Issued Permit, if applicable									
	 1.3 Photocopy of Current Registration Fee Payment 2. Location map of place of Business 									
	☐ 3. Inventory of Previously approved unused invoices and receipts, if applicable									
	II. For Computerized Accounting System or Components Thereof Application									
	☐ 1. List of branches that will use Computerized Accounting System, if any									
	2. Technical Requirements2.1 Application Name and Software used (Development & Database)									
	2.2 Functions and Features of the Application									
	2.3 System Flow/s									
	2.4 Process Flow2.5 Sworn Statement & Proof of System Ownership									
	☐ 2.6 Back-up Procedure, Disaster and Recovery Plan									
	$\ \square$ 2.7 List of Reports and Correspondences that can be generated from the system				and sam	ple lay οι	ut			
	2.8 Facsimile of System Generated Loose-leaf Books of Accounts & List thereof/Receipts/Invoices									
	 Additional Requirements for Affiliated/Sister Companies/Franchises and Branch 3.1 Photocopy of previously issued permit of mother/sister company or another 		applica	ble						
	☐ 3.2 Certification from CSET which previously evaluated the approved system		pn0a							
	III For Application for Authority to Use Loose-leaf Books of Accounts and/ or Accounting Popular	orde (manus	al annli	cation only)						

 $\hfill\square$ 1. Sample Formats of Journals and Ledgers for loose-leaf books of accounts;

 $\hfill \square$ 2. The particular accounting record for loose-leaf accounting records