

CHAPTER 5

COST OF DOING BUSINESS IN THE PHILIPPINES

5.1 Registration Fees

5.1.1 Securities and Exchange Commission (SEC)

Registration of Corporations and Partnerships	Main Fees to be Paid (in Pesos)
<i>Stock Corporations</i>	
Filing Fee	1/5 of 1% of the Authorized Capital Stock or the subscription price of the subscribed capital stock whichever is higher but not less than Php 1,000.00
Legal Research Fee (LRF)	1% of the Filing Fee but not less than Php 10.00
By-Laws (fixed)	Php 500.00
<i>Non-Stock Corporations</i>	
Filing Fees of Articles of Incorporation	Php 500.00
By-Laws	Php 500.00
<i>Partnership</i>	
Articles of Partnership	1/5 of 1% of the partnership's capital but not less than Php 1,000.00
Legal Research Fee	1% of the Filing Fee but not less than Php 10.00
<i>Note: Fees and Charges may change from time to time</i>	

5.1.2 Board of Investments (BOI)

Registration for incentives availment under EO 226	Main Fees to be Paid (In Pesos)
Filing Fees for Application for Registration (under Book 1):	
Project Costs not exceeding Php 4 million	Php 1,500.00
Project Costs exceeding Php 4 million but not over Php 20 million	Php 3,000.00
Project Costs exceeding Php 20 million but not over Php 50 million	Php 4,500.00

Project Costs exceeding Php 50 million	Php 6,000.00
Fee for Certificate of Registration	1/10 of 1% of project cost but not less than Php 3,000.00 and not to exceed Php 15,000.00
<i>Note: Fees and Charges may change from time to time</i>	

5.1.3 Department of Trade and Industry (DTI)

Business Name Registration (Bureau of Trade Regulation and Consumer Protection – BTRCP)	Main Fees to be Paid (In Pesos)
Application Fee	Php 315.00-515.00
Single Proprietorship	Php 300.00
Partnership/Corporation	Php 500.00
Documentary Stamp	Php 15.00
Sole Proprietorship under FIA	Php 5,800.00
Business Name Registration Fee	Php 300.00
Filing Fee	Php 500.00
FIA Registration Fee	Php 5,000.00
<i>Note: Fees and Charges may change from time to time</i>	

5.1.4 Philippine Economic Zone Authority (PEZA)

I. APPLICATION	
1. Registration of Ecozone Enterprises	
a. Application for New Project (non-pioneer)	Php 3,600.00
b. Application for New Project (pioneer)	Php 6,000.00
c. Application for any Amendments in Registration	Php 1,200.00
d. Application for Conversion from Non-Pioneer to Pioneer	Php 2,400.00
e. Application for Expansion for Production Capacity	Php 2,400.00
2. Registration Fees	
a. Registration for New Projects	Php 6,000.00
b. Registration for Expansion of Project – New Project	Php 3,600.00
c. Telecom Services and other Utilities	Php 6,000.00 + 10% of monthly gross revenues from operations

d. All other Services Enterprise	Php 3,600.00
II. PROCESSING FEES	
Availment of Incentives	
a. Endorsement of 5% Gross Income Tax and of Income Tax Holiday	Php 1,200.00
b. Extension of ITH Entitlement Period	Php 1,200.00
III. CERTIFICATION/TRUE COPIES	
1. Certification of Registration	Php 120.00
2. Filing approval of application	Php 120.00
3. Other Documents	Php 120.00
<i>Note: Fees and Charges may change from time to time</i>	

5.1.5 Clark Development Corporation (CDC)

1. Registration of Enterprises	
Project Cost not exceeding P 4 million	Php 2,000.00
Certificate of Registration & Tax Exemptions	Php 2,000.00
Permit to Operate (Annually)	Php 1,000.00
Temporary Permit to Operate	Php 500.00
2. Processing and Issuance of Environmental Compliance Certificate (ECC)	
	Php 300.00
3. Construction	
	In accordance with the National Building Code by CDC
<i>Note: Regular fees including Clark Special Economic Zone Locations Associations shall also be charged to cover expenses for security, road lighting, garbage collection, etc.</i>	
<i>Fees and Charges may change from time to time</i>	

Source: Board of Investments

5.2 Simplified Steps in Securing Business License

	WHERE TO REGISTER	FILING FEE	TIMETABLE
Corporation	Securities and Exchange Commission (SEC) www.sec.gov.ph	1/5 of 1% of the authorized capital stock	Within five (5) working days
Single Proprietorship	Department of Trade and Industry (DTI-NCR) www.dti.gov.ph	Php 315.00	Within the day
Incentives Availment (optional)	Board of Investments (BOI) www.boi.gov.ph Philippine Economic Zone Authority (PEZA) www.peza.gov.ph Clark Development Corporation (CDC) www.clark.com.ph Subic Bay Metropolitan Auhority (SBMA) www.sbma.com	Depends on company's project cost	BOI - Within ten (10) working days (Board Action) PEZA - Within two (2) weeks (Board Action)
Mayor's Permit (License to operate)	Local Government Unit (Office of the Mayor) where business is located	Initial Fee - based on business activity Garbage Fee - based on land/floor area License Fee – Php .25 for every Php 1,000 of company's capital	Within two (2) weeks

Employer/Employee Social Security System No. (SSS No.)	Nearest SSS Branch where business located. www.sss.gov.ph	None	Within the day
Environmental Compliance Certificate (ECC) Certificate of Non-Coverage (CNC)	Environmental Management Bureau - DENR (EMB-DENR) www.emb.gov.ph	ECC Non-Critical – Php 4,000.00 ECC Critical – Php 6,000.00 CNC – Php 100.00	ECC Non-Critical - 75 working days ECC Critical - 120 working days CNC - 15 working days
<i>Note: Fees and Charges may change from time to time</i>			

Source: Board of Investments

5.3 Cost of doing business with the DOT

DOT endorsement to BOI, PEZA, and other endorsee agencies is free.

The DOT Accreditation Schedule of Fees is listed below:

Tourism Related Establishments	Motorized Boat/Banca Engaged in Tourist Services, Restaurant, Department Store, Tourist Shop, Sports & Recreational Center, Museum, Gallery, Training Program, Trainors, Training Center, Foreign Exchange Dealer, Calesa, Homestay - P 300.00
	ID Fee - 30.00
	Sticker
	Big - 100.00
	Small - 50.00
Hotel/Tourist Inn/Apartelle/Motel/Pension House	Hotel
	Deluxe - P 2,700.00
	First Class - 2,400.00
	Standard - 2,000.00
	Economy - 1,400.00
	Resort Class 'AAA'- 2,700.00
	Class 'AA' - 1,400.00
	Class 'A' - 700.00
	SIR - 700.00
	Tourist Inn - 700.00
	Apartelle - 500.00
	Pension House - 300.00
	Motel - 300.00
	Other fees

	Stickers - 100.00 ID Fee - 30.00
Restaurant	Accreditation fee - P 300.00 ID Fee - 30.00 Sticker - 100.00
Tertiary Hospital	Tertiary Hospitals for Medical Tourism - P 2,000.00 Spa - 1,000.00 Agri-Tourism/ Farm Site - 1,000.00 Sticker - 100.00 ID Fee (Optional) - 30.00
Health and Wellness Spa	Accreditation fee - P 1,000.00 Sticker - 100.00 ID Fee (Optional) - 30.00
Travel and Tour Services	Tour Operator - P 1,400.00 Tour Guide/Mt. Guide/ Cave Guide – 150.00 Professional Congress Organizer - 700.00 Branch Office - 500.00 ID Fee (optional) - 30.00 Sticker - 100.00
Tourist Transport Operator	Accreditation fee (per unit) Bus - P 350.00 Coaster - 200.00 Van - 150.00 Car - 100.00 Air transport - 1,400.00 Water transport - 1,400.00 ID Fee (optional) - 30.00 Sticker - 100.00
<i>Note: Fees and Charges may change from time to time</i>	

Non-Fiscal Incentives to DOT Accredited Establishment

- Membership to Philippine Convention and Visitors Corporation (PCVC) and inclusion in its marketing and promotional programs.
- Issuance of DOT ID cards to bonafide employees.
- Technical/security/facilitation support or assistance.
- Endorsement to embassies and travel trade associations for utilization of establishment's facilities and services.

Additional Incentives to DOT Accredited Accommodation Establishments

- Endorsement to Ninoy Aquino International Airport (NAIA) and other international airports for issuance of access passes to qualified personnel.

- Endorsement to the Commission on Elections (COMELEC) for exemption from liquor ban during election-related events.
- Endorsement to the Department of Agriculture (DA) for importation of meat and meat products.

Additional Incentives to DOT Accredited Restaurants

- Endorsement to the COMELEC for exemption from liquor ban during election related events.
- Endorsement to the DA for importation of meat and meat products.

Additional Incentives to DOT Accredited Tour Operators

- Endorsement to NAIA and other international airports for issuance of access passes to qualified personnel.

Additional Incentives to DOT Accredited Tourist Transport Operators

- Exemption from Metro Manila Development Authority's (MMDA) Unified Vehicular Volume Reduction Program (UVVRP).