

	SHIP-OUT CLEARANCE REQUEST AND APPROVAL FORM	Page No.	Page 1 of 3
		Form No.	EGLD - 940
		Rev. No.	4
		Effectivity	January 08, 2024

GS Form No. 15

EGLD Reference No.: _____

Use this form to request clearance from Electronic Gaming Licensing Department (EGLD) to ship-out equipment and/or paraphernalia from the PAGCOR-approved gaming venue. Only requests with correct and complete information and complete documentary requirements will be processed. Failure to provide correct and complete information could result in non-processing of this request. Cut-off for submission of requests shall be 4:00 P.M.

PLEASE ALLOW FOURTEEN (14) BUSINESS DAYS FOR EGLD TO PROCESS YOUR REQUEST

SECTION A: SHIP-OUT CLEARANCE REQUEST (TO BE PROVIDED BY OPERATOR)

Name of Operator: _____ GL No.: _____
(As reflected in the license)

Gaming Venue Location: _____
(As reflected in the license)

Game Offering: _____

Date of Implementation: _____

This is to request approval to ship-out:

(Put an [x] mark on any of the following)

☐ Electronic Gaming/Bingo Machine	☐ Auxiliary Table Game System
☐ Electronic Gaming/Bingo Machine Assembly Parts, Peripherals, Accessories and Speakers	☐ Dice, Money Wheels, Pai Gow Tiles, Roulette Wheels, Playing Card Shoes or Card Shufflers
☐ Progressive Jackpot System for Slots Games	☐ Progressive Jackpot System for Table Games
☐ Casino Management Systems for Slot Games	☐ Casino Management Systems for Table Games
☐ Gamer Conversion Kits	☐ Electronic Quickshot Bingo Units
☐ Gaming Chips/Plaques	☐ Electronic Daubers/Handsets
☐ Slot Machine Tokens	☐ Bingo Cards/Bingo Tickets
☐ Gaming Tables and Layouts	☐ Bingo Machine/Console or Electronic Flashboard
☐ Multi-deck Continuous Shufflers	☐ Rapid Bingo and Game Arts Terminal
☐ Electronic Sic Bo Tables / Dice Shakers	☐ Instant Bingo Games (Pull Tab/Break Open Games)
☐ Roulette Chipper Machines	☐ Instant Bingo Games (Scratch Games)
☐ Playing Cards	☐ Others: _____

Attachment: ☐ Inventory List of Items for Ship-out

Description of subject item(s): _____

Reason for ship-out: _____

Pull-out location: _____

Country of destination: _____

Mode of ship-out: _____

Port of exit: _____

Name of recipient: _____

Reference importation documents of items to be shipped-out:

(Put an [x] mark on any of the following)

☐ Commercial Invoice No.: _____

☐ Other Invoice: _____ No.: _____

Custom Broker: _____ Telephone No.: _____

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SECTION B: SUBMISSION OF INSTRUCTIONS

Once Section A is completed, please submit this form to EGLD along with the necessary attachments. Hard copies may be submitted directly to the EGLD office or scanned copies of the documents may be emailed using the e-mail addresses indicated below:

Electronic Gaming Licensing Department
 Philippine Amusement and Gaming Corporation
 PAGCOR Main Corporate Office, 14th Floor, iMET BPO Tower,
 CBP-1A Metropolitan Park, Roxas Boulevard, Pasay City
 Tel. Nos.: 8522-0299 / 8522-1357 / 8522-1245 8522-1324 loc. 5301 / 5303
 E-mail address: eGaming_Forms@pagcor.ph

SECTION C: ACTION TAKEN (TO BE FILLED UP BY EGLD)

EGLD Reference No.: _____

Ship-out clearance request is:

☐ **A. RECEIVED FOR PROCESSING**

By: Printed Name: _____ Signature: _____
 Position Title: _____ Date: _____

☐ **B. RETURNED** due to the following reasons:

- ☐ Incomplete information and/or supporting ship-out documents
☐ Incorrect information vis-à-vis supporting ship-out documents

☐ **C. RECOMMENDATION FOR APPROVAL**

By: Printed Name: _____ Signature: _____
 Position Title: _____ Date: _____

Approved by:

 Assistant Vice President

For endorsement to Compliance Monitoring and Enforcement Department (CMED):

INSPECTION AND INVENTORY OF SUBJECT ITEM/S FOR SHIP-OUT

T O: THE ASSISTANT VICE PRESIDENT, CMED

Request to conduct an inspection and inventory by representative/s from CMED of the approved Subject Item/s prior to ship-out of subject item/s.

REQUIRED DOCUMENTATION OF SUBJECT ITEM/S FOR SHIP-OUT

T O: THE ASSISTANT VICE PRESIDENT, LMD

Request to coordinate with the Operator on the documentation that may be needed for the ship-out of the subject item/s.

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Attachment:

INVENTORY LIST OF ITEMS FOR SHIP-OUT

NO.	MANUFACTURER	PARTICULARS (Game Name, Brand, Model)	SERIAL NO.	PAGCOR TAG NO.	REMARKS
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					
22.					
23.					
24.					
25.					

(Note: Please use additional sheet/s if the space provided above is not sufficient)