



SPECIAL CLASS OF BPO REQUIREMENTS (NEW APPLICATION)

A. DOCUMENTARY REQUIREMENTS

1. Letter of Intent addressed to the Chairman and CEO of PAGCOR;
2. Duly accomplished and notarized application form;
3. *Securities and Exchange Commission (SEC) registration;
4. *Articles of Incorporation (AOI) and By-laws duly stamped and received by the SEC;
 - i. Primary purpose must be in line with the purposes of BPOs
 - ii. Authorized Capital Stock of at least Ten Million Pesos (Php10,000,000.00), with a Paid-up Capital Stock of at least Two Million Pesos (Php2,000,000.00);
5. *Latest General Information Sheet (GIS) with beneficial owner page;
6. Company Profile;
7. Organizational Chart – persons occupying the position must be indicated;
8. Business Plan;
9. Duly accomplished and notarized Personal Disclosure Sheet (PDS) of Authorized Representative, Key Officers and Directors of the corporation;
10. Board Resolution or Secretary's Certificate of the appointment of Authorized Representative;
11. *Bureau of Internal Revenue (BIR) Registration; and
12. Proof of payment of the Application Fee.

**Certified True Copy of document*

B. LOCATIONAL REQUIREMENTS

1. Operating site must not be within a residential area, or any area restricted by the OGLD;
2. Valid lease agreement or certificate of ownership of operating site indicating floor area;
3. Valid business permits to operate in the Philippines.

C. ADDITIONAL REQUIREMENTS

1. Duly notarized/apostilled/consularized service agreement with the licensed gaming operator abroad;
2. Duly apostilled/consularized by the Department of Foreign Affairs (DFA):
 - i. License of the gaming operator issued in the gaming jurisdiction where they are located;
 - ii. Company Registration of Gaming Operator (including Articles of Incorporation and Register of Directors or foreign counterpart);
3. Complete roster of employees showing ninety percent (90%) Filipino workforce;
4. Notarized undertaking signed by all directors that the company will not:
 - i. Handle bets or payouts
 - ii. Engage directly in gambling activities; and
 - iii. Engage in illegal activities.
5. Probity Check Result

NOTE:

All documentary requirements **must be labeled** and arranged in order as listed in the Checklist of Requirements. All documentary requirements must be printed on an **A4-size paper** for submission to OGLD Office.

APPLICATIONS WITH INCOMPLETE INFORMATION / REQUIREMENTS WILL NOT BE ACCEPTED.