



LOCAL PURCHASE CLEARANCE REQUEST AND APPROVAL FORM

PAGE NO.	Page 1 of 2
FORM NO.	ROASD-1067
REVISION NO.	5
EFFECTIVITY	August 4, 2026

Use this form to request clearance from PAGCOR on local purchase of equipment and/or paraphernalia necessary for the data streaming operations. Only requests with correct and complete information and complete documentary requirements will be processed. Failure to provide correct and complete information could result in rejection of processing this request.

PLEASE ALLOW THREE (3) BUSINESS DAYS FOR ROASD TO PROCESS YOUR REQUEST

Name of Data Streaming Provider (DSP): _____

Address: _____

SECTION A: LOCAL PURCHASE CLEARANCE REQUEST (TO BE FILLED OUT BY ACCREDITED DSP)

ITEMS	DESCRIPTION	QUANTITY	PURPOSE/USE

* use another sheet if necessary.

Name of Supplier/Broker: _____

Address: _____

Purchase Documents Attached: ☐ Commercial Invoice No. _____
(Put an [X] mark on any of the following) ☐ Pro-forma Invoice No. _____

SECTION B: TERMS AND CONDITIONS

- A supplier of gaming equipment and paraphernalia, surveillance equipment, I.T. equipment and all other equipment and paraphernalia to be used for the Live Studio, must be accredited by PAGCOR. A local purchase clearance request from a supplier not accredited by PAGCOR shall be rejected by ROASD.
- If approval is granted by ROASD on the local purchase request, DSP shall ensure that all items purchased shall be strictly within the quantities and description indicated in the PAGCOR approved purchasing documents. Items which are found to be in excess of those or are not indicated in the PAGCOR-approved purchasing documents shall subject the DSP to sanctions and penalties.
- A representative from Compliance Monitoring and Enforcement Department (CMED) shall conduct an inspection and inventory of the shipped items.
- Any subsequent movement of said items shall require written approval of PAGCOR prior to implementation.
- Local Purchases must only be placed in the address stated in the Permit to Possess.

This is to certify that the aforementioned are true, correct, complete and consistent with the attached purchasing documents. In addition, we hereby agree to abide by the terms and conditions under Section B above.

Name of Requestor : _____ Signature : _____

Position Title : _____ Date : _____

SECTION C: ACTION TAKEN (TO BE FILLED OUT BY ROASD)

☐ A. RETURNED / HELD

Reason: _____

☐ B. RECEIVED FOR PROCESSING with assigned Reference No. _____

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



LOCAL PURCHASE CLEARANCE REQUEST AND APPROVAL FORM

PAGE NO.	Page 2 of 2
FORM NO.	ROASD-1067
REVISION NO.	5
EFFECTIVITY	August 4, 2026



C. RECOMMENDED FOR APPROVAL

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

Approved by:

Assistant Vice President, ROASD

For endorsement to the following department/s:

SECTION D: INSPECTION AND INVENTORY OF LOCALLY PURCHASED ITEM/S

T O: THE ASSISTANT VICE PRESIDENT, CMED

Request for the following:

1. A representative from CMED, together with the accredited DSP, shall conduct a joint inspection and inventory of the Subject Item(s) to verify that item(s) to be locally purchased is/are within ROASD's approval.
2. Submission of an Inspection and Inventory Report to ROASD after the conduct of said activity.
3. CMED ensures that item(s) purchased locally is/are used according to the intended purpose.