

REPUBLIC OF THE PHILIPPINES

TARIFF COMMISSION

TC Form 1 APPLICATION FOR ADVANCE RULING ON TARIFF CLASSIFICATION

(To be submitted in triplicate)

For TC use only	
TCC (AR) No ·	For TC use only
Date Filed :Records Officer :	

1. Applicant's Details						
Applicant	:					
Address						
TIN			Email :			
Tel. No.			Fax No.:			
Authorized r						
2. Contact	Person					
Name	:		Position :			
Company	:					
Address	:					
Email	:		Tel./Fax No.:			
Product/Trade Name :						

4. Enclosures Submitted					
Sample Technical Catalog/Brochure Other technical specification					
Duly certified complete product composition					
Others (specify):					
5. Certification					
I hereby certify that the above information and enclosure(s) being submitted are true and correct and relate to the subject good.					
I commit that any additional information required will be submitted within ten (10) working days after receipt of request from the Commission. Non-submission will render the application cancelled.					
Applicant's Signature over Printed Name					
6. For TC Use Only					
The Cashier:					
Please collect a filing fee of <u>Five Hundred Pesos</u> (₱ 500.00) and Legal Research Fund (LRF) of <u>Ten</u> <u>Pesos</u> (₱ 10.00) from applicant.					
Tariff Specialist					
Commodities Studies Division					
1 st Indorsement					
Respectfully transmitted to the Records Section, applicant having paid the amount indicated above as evidenced by O.R. No dated					
Cashier					

Notes on the Completion of Form 1

The following explanatory notes provide specific guidance on the completion of TC Form 1. Please read them carefully before completing your application.

Box 1. Applicant's Details

For these purposes, an applicant means an importer or exporter who is applying for an advance ruling on tariff classification on a good that will be imported into or exported from the Philippines. All required information should be provided. The name of the authorized representative (e.g., agent) should be indicated, if applicable. A written authorization should also be submitted.

Box 2. Contact Person

At any time during the evaluation of the good, the Commission may require clarification or additional information from the applicant. He/she may designate a contact person with access to technical information about the good.

Box 3. Details of Good

The product/trade name is the name by which the good is known to traders and manufacturers and/or which is indicated in the import/export documents.

For imports, the country of origin refers to the country or state where the good was produced or manufactured, and not the port of origin. This information is needed for determining the tariff preference under Free Trade Agreements to which the Philippines is a party.

Applicants may indicate the tariff classification (Harmonized System code) of the good in the country of origin, if known and attach supporting document.

The description of the goods should be sufficient to enable the good to be identified. Applicant may include information about the composition of the good, production process, properties, structure, function, intended use, packaging, and other pertinent information.

Box 4. Enclosures Submitted

Any samples, technical catalogs/brochures, duly certified complete composition, plans, photographs or other documents available, which may assist in determining the correct classification of the good, should be submitted.

Box 5. Certification

By printing his/her name and affixing his/her signature, the applicant certifies that all information and enclosure(s) being submitted are true and correct and relate to the good applied for advance tariff classification ruling.

Furthermore, applicant commits that any additional information required will be submitted within ten (10) working days after receipt of request from the Commission.

^{*} Pursuant to Section 1103 of the Customs Modernization and Tariff Act (CMTA), an application for an advance ruling on tariff classification shall cover one (1) product or item only. It shall be filed at least ninety (90) days before the importation or exportation of the product or item.

^{**} An advance ruling on tariff classification is not a decision on whether or not the good may be a prohibited or regulated import/export. It is the responsibility of the importer/exporter to ensure that the good is not prohibited and secure the required import/export clearance if the good is regulated.

^{***} Any confidential information should be properly marked.

Steps in Applying for Advance Ruling on Tariff Classification Under Section 1100 (Classification Ruling)¹ of the Customs Modernization and Tariff Act (CMTA)

Step	Activities	Fees	Unit/Person-in-Charge
1	Present TC Form 1 (three copies), plus supporting documents, for		Commodity Specialist – to assess completeness of
	evaluation ²		documents
2	Proceed to Cashier to pay fees ²	P500.00 per article (Filing Fee)	Cashier
		P10.00 per article (Legal Research Fund Fee)	
3	Proceed to Records Unit for		Records Officer
	submission of TC Form 1, issuance of a copy of TC Form 1, and assignment of TC Reference Number ²		
4	Submission of additional information ³		Commodity Specialist
5	Check status of application on TC website ⁴		Commodities Studies Division / Planning, Management and Information Systems Division
6	Issuance of advance ruling ⁵		Records Officer / Planning, Management and Information Systems Division

¹ An application for an advance ruling shall cover only one (1) product or item. The application for advance ruling shall be filed at least ninety (90) days before the importation or exportation of the product or item, as the case may be.

2 Processing time for steps 1 to 3: 30 minutes

³ Parties will be informed if additional information is needed to make a proper tariff classification of the product ⁴ TC website: www.tariffcommission.gov.ph

⁵ TC shall render a ruling within thirty (30) days from receipt of a properly documented application.