



REPUBLIC OF THE PHILIPPINES

TARIFF COMMISSION

TC Form 2

(To be submitted in triplicate)

Ref. No. : _____

Date : _____

The Chairman

Tariff Commission
5th Floor, Phil. Heart Center
East Avenue, Diliman
Quezon City

SUBJECT: REQUEST FOR TARIFF CLASSIFICATION OPINION FOR EXPORT PRODUCT

Country of Destination: _____

Sir:

An opinion is requested on the proper tariff classification on the following article for export:

(Name of Article)

I hereby certify that sample(s), catalog(s), brochure(s), technical specification and/or chemical composition being submitted are true and correct and relate to the subject article.

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 Non-submission will render the request cancelled or withdrawn.

Very truly yours,

Signature Over Printed Name

Company : _____
Address : _____
TIN : _____
Tel. No. : _____
Fax No. : _____
Email : _____

Subscribed and sworn to before me this ____ day of _____ 20__, affiant exhibited his/her Residence Certificate No. _____ issued at _____ on _____.

NOTARY PUBLIC

Doc. No. : _____
Page No. : _____
Book No. : _____
Series of : _____

CONTACT PERSON

Name : _____
Position : _____
Company : _____
Address : _____
Tel. No. : _____
Fax No. : _____
Email Address : _____

EVALUATION SLIP

Enclosures: [] Sample
 [] Catalog/Brochure(s)
 [] Technical specification
 [] Duly certified chemical composition
 [] Others (Specify) _____

For acceptance : _____
Commodity Specialist

The Cashier:

Please collect a total fee of _____ from applicant.

Chief
Commodities Studies Division

1st Indorsement

Respectfully transmitted to the Records Section, applicant having paid the amount indicated above as evidenced by O.R. No. _____ dated _____.

Cashier

**STEPS IN APPLYING FOR TARIFF CLASSIFICATION OPINION
FOR EXPORT PRODUCT**

Step	Activities	Fees	Unit/Person-In-Charge
1	Present notarized TC Form 2 (three copies), plus supporting documents (e.g., technical brochures) and product sample (if any) ¹	---	Commodity Specialist - to assess completeness of documents
2	Proceed to Cashier to pay fees ¹	₱500.00 per article (Filing Fee) ₱10.00 per article (Legal Research Fund Fee)	Cashier
3	Proceed to Records Section for submission of TC Form 2, issuance of a copy of TC Form 2, and assignment of Reference Number ¹	---	Records Officer
4	Submission of additional information ²	---	Commodity Specialist
5	Check status of application on TC website ³	---	Commodities Studies Division / Planning, Management and Information Systems Division
6	Issuance of Tariff Classification Opinion ⁴	---	Records Officer / Planning, Management and Information Systems Division

¹ Processing time for steps 1 to 3: 30 minutes

² Parties will be informed if additional information is needed to make a proper tariff classification of product

³ TC website: www.tariffcommission.gov.ph

⁴ Issuance of Classification Opinion is 30 days from determination by Commodity Specialist of the completeness and sufficiency of the application in form, substance, and supporting documents