



REQUEST FOR CERTIFICATION OF PENDING APPLICATION

SUBJECT'S PERSONAL INFORMATION

Last Name

[Grid for Last Name]

First/Given Name

[Grid for First/Given Name]

Middle Name

[Grid for Middle Name]

Other Name(s)/Alias(es)

1 [Grid for Other Name 1]

2 [Grid for Other Name 2]

Date of Birth [DD-MMM-YYYY e.g.01 JAN 1990]

[Grid for Date of Birth]

Gender

M F

Place of Birth

[Grid for Place of Birth]

Citizenship/Nationality

[Grid for Citizenship/Nationality]

Residential/Registered Address in the Philippines

House/Unit No., Street, Subdivision/Village

[Grid for House/Unit No., Street, Subdivision/Village]

Barangay, Municipality/City

[Grid for Barangay, Municipality/City]

Province, Zip Code

[Grid for Province, Zip Code]

Passport Number

[Grid for Passport Number]

Contact Number(s) in the Philippines

Landline [Grid]

Mobile [Grid]

Purpose: _____

Date [DD-MMM-YYYY e.g. 01 JAN 1990]

Signature over PRINTED NAME of the Requesting Party

DO NOT FILL OUT THIS PORTION

Pending application for : _____
Signature of Verifier : _____
Printed Name : _____
Division/Section : _____

Certification and Clearance Section (CCS) Window

RECEIVED: _____ Date & Time

RELEASED: _____ Date & Time

[To be filled out by Authorized BI Personnel Only]



CERTIFICATION OF PENDING APPLICATION CLAIM STUB

Name of SUBJECT [Last Name, First/Given Name, Middle Name]

[Grid for Name of SUBJECT]

Date of Birth [DD-MMM-YYYY e.g. 01 JAN 1990]

[Grid for Date of Birth]

Citizenship/Nationality

[Grid for Citizenship/Nationality]

Date & Time FILED

Date & Time RELEASED

- Always present this claim stub upon claiming your certificate.
Unclaimed certificate shall be automatically cancelled after 30 days from the date of issuance.
If claimed by an authorized representative, present a Special Power of Attorney (SPA) and original valid government-issued ID card.