

REGISTRATION OF INWARD FOREIGN INVESTMENT

Description	: The BSP registration authorizes the client to purchase foreign exchange from Authorized Agent Banks (AABs) and AAB-foreign exchange corporations (forex corps) for capital repatriation or remittance of cash dividends/profits/earnings accruing on said foreign investments.
Clients	: Banks, law firms, institutional investors, individual investors or investee
Documents Required	: Refer to Appendix 10 of Manual of Regulations on Foreign Exchange Transactions, as amended downloadable at the BSP website http://www.bsp.gov.ph/regulations/reg_MORB.asp
Schedule of Service Availability	: Banking days 8:00 AM to 5:00 PM
Contact Information	: International Operations Department (IOD), Rm. 301, 5-Storey Bldg., BSP Complex, Malate Manila Tel Nos. 306-2540, 708-7107 & 708-7684, Fax No.: 708-7485
Total Processing Time submitted/completed	: Maximum of 22 banking days counted from the date when all BSP requirements have been
Total fees	: No fees except for replacement of lost BSRDs at PHP2,000.00 per lost BSRD

STEP NO.	CLIENT STEP	BSP ACTION	OFFICE RESPONSIBLE/ LOCATION	DOCUMENT(S) REQUIRED	DOCUMENT(S) GENERATED
1	<p>Submit letter of application for registration of foreign direct investment- together with properly filled up Application for Registration of Inward Foreign Direct Investment (Annex W of the FX Manual, as amended, which may be downloaded at the BSP website: http://www.bsp.gov.ph/downloads/regulations/MORFXT/MORFXT-faas.zip</p>	<p>Check the compliance and completeness of required supporting documents. (Application will not be accepted if supporting documents are not in order). Assigned analyst who checks the documents signs as an approval to receive the application.</p> <p>Incomplete, inaccurate versions of forms used or inconsistencies in the application shall not be accepted</p>	<p>IOD analyst Rm. 301 5-Storey Bldg.</p>	<p>Duly accomplished application form together with the complete required supporting documents stated therein or listed in the Appendix 10 of the FX Manual, as amended (which may be downloaded at the BSP website)</p>	<p>Application form and complete supporting documents</p>
2	<p>Submit the duly accomplished application form, together with the documentary requirements</p>	<p>Stamp applicant's receiving copy</p>	<p>OMD-ISS Staff Rm. 302 5-Storey Bldg.</p>		<p>Stamped and received application form, together with supporting documents.</p>

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3	a. During the processing of the application, the applicant may call for a status update of application	Evaluates application and if no issue/s, prepares draft BSRD and letter transmittal with notes to file and submit for review. Otherwise, drafts abeyance letter to clarify the issue.	IOD assigned analyst, supervisor, Group Head Rm. 301 5-Storey Bldg.		BSRD and transmittal letter
	b.	Finalize BSRD and letter transmittal together with fax transmittal sheet or abeyance letter and submit for signature	IOD assigned analyst, supervisor, Group Head, Sub-sector Head Rm. 301 5-Storey Bldg.		BSRD and transmittal letter
4	c.	Transmit via fax signed letter transmittal/ abeyance letter	OMD ISS staff	Written authority for designated representative and identification card	
5	Present the facsimile copy of IOD transmittal letter, written authorization for the designated representative to claim the original BSRD and transmittal letter and an identification card/document	Release original BSRD and transmittal letter	ISS – Administrative Staff Rm. 305 5-Storey Bldg.		
END OF TRANSACTION					

** Selected branches only**

** Client shall be informed for any non-compliance and clarifications.*