



DBP REAL ESTATE BROKER ACCREDITATION

Documentary Requirements for Individuals

- a. Duly accomplished Real Estate Broker Accreditation Form
- b. Professional Regulation Commission (PRC) certified photocopy of valid Real Estate Broker's License
- c. Photocopy of Certificate of Registration issued and certified by the PRC and Housing and Land Use Regulatory Board (HLURB)
- d. VAT or Non-VAT Certificate of Registration (BIR Form No. 2303)
- e. Certificate of Members in Good Standing from Broker's Association (CMIGS)
- f. NBI Clearance
- g. Photocopy of Income Tax Return (ITR) for the last two (2) years duly stamped "Received" by the Bureau of Internal Revenue (BIR)
- h. Photocopy of Tax Identification Number (TIN) Card
- i. Photocopy of one (1) valid government-issued ID (e.g. birth certificate, passport, driver's license, etc.)
- j. Two (2) recent 2" X 2" pictures

Additional Documentary Requirements for Sole Proprietorship/Partnership/Corporation:

- a. Duly accomplished Real Estate Broker Accreditation Form
- b. Securities and Exchange Commission (SEC) Registration
 - Articles of Incorporation and By-Laws (for Corporation)
 - Articles of Partnership and By-Laws (for Partnership)
- c. Department of Trade and Industry (DTI) Registration and Business name (for Sole Proprietorship)
- d. Corporate Secretary's Certificate/Board Resolution
- e. Latest Income Tax Return (ITR)/Latest Audited Financial Statement
- f. Community Tax Certificate ("cedula") for the current year

Please send to : DBP Acquired Assets

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