

The Board of Trustees

Company A  
Company A Complex  
Company A Address

Gentlemen:

We would like to apply for membership at **Company A Export Federation** as a:

\_\_\_\_\_ **Regular Member**

Qualifications:

- 1. Registered exporter of goods and/or services.
- 2. In operation for at least one year.
- 3. Sponsored by any member of the Board of Trustees.
- 4. No serious derogatory information about them supplied by reliable sources.

\_\_\_\_\_ **Associate Member**

Qualifications:

- 1. Companies other than direct exporters that contribute to Philippine exports such as:
  - a. Banks h. Producers of packing materials
  - b. Shipping Companies i. Foreign Buyers
  - c. Airline companies j. Printers
  - d. Insurance companies k. Hotels
  - e. Chamber of commerce/trade associations l. Trading companies
  - f. Trucking/freight companies m. Others: \_\_\_\_\_
  - g. Brokers/forwarders (please specify)
- 2. Registered in the Philippines.
- 3. In operation for at least one year.
- 4. Sponsored by any member of the Board of Trustees.
- 5. No serious derogatory information about them supplied by reliable sources.

\_\_\_\_\_ **Provisional Member\***

We understand that an annual membership fee of P2,000 and a one-time entrance fee of P700.00 is payable on the date of approval of application.

Enclosed are our accomplished company and product forms. (Applicants for Associate Membership do not need to submit product profile forms.)

*\*Applicants who have been in operation for less than one (1) year, but who otherwise qualify as regular members, shall be admitted as provisional members.*

Sponsored by: Very truly yours,

\_\_\_\_\_ Trustee  
\_\_\_\_\_ (please sign  
over printed name)

**PG Form ME-4A**

\_\_\_\_\_ (Company)

**Industry Classification Form**

This form is for the purpose of classifying the **Regular membership** into the fourteen (14) identified industry sectors. Please submit this form together with the other duly accomplished application forms.

Name of Company

Printed name of authorized representative\*

Signature of authorized representative

Date

We wish to be classified under the following industry sector:\*\*  
(Check only one industry category; if involved in more than one industry, choose the industry sector to which you would most like to belong)

- ☐ Automotive parts and accessories
- ☐ Chemicals
- ☐ Electronics
- ☐ Fashion accessories fine jewelry
- ☐ Fresh and processed food
- ☐ Footwear and travelgoods
- ☐ Furniture
- ☐ Garments
- ☐ Gifts, toys and housewares
- ☐ Information technology products and services
- ☐ Metal manufacturers
- ☐ Non-metallic mineral manufactures
- ☐ Resource-based products (traditional and non-traditional)
- ☐ Textile yarns and fabrics

\* This name must be that of the person designated as the contact person in the Company A company profile. This person will be expected to attend all special and general membership meetings. If unable to attend any meeting, this person must assign his proxy to his appointed representative or to Company A.

\*\* If you have questions regarding the classification of your company, please contact MEMBERSHIP DIVISION.

IMPORTANT: Please enclose picture/brochures (promotional materials) of your products /services you offered.

Control No: \_\_\_\_\_

Company Profile

Company Name: [ ] [ ] [ ] [ ] [ ]

\_\_\_\_\_

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Chief Executive:

		Surname First Name M.I. Position	
Contact Person for Inquiries: _____			
		Surname First Name M.I. Position	
Address: <b>OFFICE FACTORY</b>			
No./Bldg.Name _____		City/Mun. _____	
Street _____		_____	
_____ [ ] [ ] _____		[ ] [ ] Province _____	
_____ [ ] [ ] _____		[ ] [ ] Region _____	
_____ [ ] [ ] _____		[ ] [ ] Tel. No. _____	
_____		Telex No. _____	
E-mail. _____			
Facsimile. _____			
PRODUCTS ALREADY EXPORTED AS OF PREVIOUS YEAR: (Please rank highest to lowest according to production volume)			
(For EDP use only)			

		BRAND NAMES PRODUCT CODE	
1. _____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	2. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	3. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	4. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	5. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	6. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	7. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	8. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	

		BRAND NAMES PRODUCT CODE	
1. _____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	2. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	3. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	4. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	5. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	6. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	7. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	8. _____
_____	_____	[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]	

Control No: \_\_\_\_\_

<div>Product Sheet</div> <div>(Please use separate sheet for every product group)</div>			
Company Name: [ ][ ][ ][ ][ ] <div></div> <div></div>			
Product: [ ][ ][ ][ ][ ][ ][ ][ ][ ] <div></div> <div></div>			
Product Description and Specifications:			
Brand Name: Local <div></div> Export <div></div>			
Technical		Specifications	
<div></div>		<div></div>	
<div></div>		<div></div>	
<div></div>		<div></div>	
<div></div>		<div></div>	
Function		Colors	
<div></div>		<div></div>	
Sizes		<div></div>	
Packaging/Labeling/Marking		Details	
<div></div>		<div></div>	
<div></div>		<div></div>	
<div></div>		<div></div>	
Packing Details: (Please indicate unit used, whether piece, bottle, par, etc.)			
Unit			
<div></div>			
Net weight per unit			
<div></div>			
Gross weight per unit			
<div></div>		No. of units per	
pack		<div></div>	
Weight per pack			
<div></div>		No. of units	
per 20 FCL		<div></div>	
units per 40 FCL		<div></div>	
Major Raw Materials/Components Used:			
Materials Quantity Required % Domestic % Imported			
<div></div>	<div></div>	<div></div>	<div></div>
<div></div>	<div></div>	<div></div>	<div></div>
<div></div>	<div></div>	<div></div>	<div></div>
<div></div>	<div></div>	<div></div>	<div></div>
<div></div>	<div></div>	<div></div>	<div></div>

Production Technology/Patents/PSA License:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Technical	Skills	Available:
_____		
_____		
_____		
_____		

Availability of Sales Aids (Please enclose available sales aids)

☐ Samples ☐ Photos

☐ Catalogues ☐ Price List

☐ Others (please specify) \_\_\_\_\_

Control No: \_\_\_\_\_