



REPUBLIC OF THE PHILIPPINES
SECURITIES AND EXCHANGE COMMISSION
SEC Building, EDSA, Greenhills
City of Mandaluyong, Metro Manila
CAGAYAN DE ORO EXTENSION OFFICE

COMPANY REG. NO. CN201433748
CERTIFICATE OF INCORPORATION

KNOW ALL MEN BY THESE PRESENTS:

This is to certify that the Articles of Incorporation and By-laws of

**OROQUIETA TOWN CENTER
STALL OWNERS ASSOCIATION, INC.**

were duly approved by the commission on this date upon the issuance of this Certificate of Incorporation in accordance with the Corporation Code of the Philippines (Batas Pambansa Blg. 68), and copies of said Articles and By-laws are hereto attached.

This Certificate grants juridical personality to the corporation but does not authorize it to undertake business activities requiring a Secondary License from this Commission such as, but not limited to acting as: broker or dealer in securities, government securities eligible dealer (GSED), investment adviser of an investment company, close-end or open-end investment company, investment house, transfer agent, commodity/financial futures exchange/ broker/merchant, financing company, pre-need plan issuer, general agent in pre-need plans and time shares/club shares/membership certificates issuers or selling agents thereof. Neither does this Certificate constitute as permit to undertake activities for which other government agencies require a license or permit.

As a registered corporation, it shall submit annually to this Commission the reports indicated at the back of this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed at Cagayan de Oro City, Philippines, this 12th day of December Two Thousand Fourteen.



BY AUTHORITY OF THE COMMISSION:

RENATO V. EGYPTO
Director
SEC-Cagayan de Oro Extn. Office

SEC Reportorial and Monitoring Requirements for Domestic Corporations

DOCUMENT	Filing Period										
<p>General Information Sheet (GIS)</p> <p>The GIS should be certified and sworn to by the corporate secretary.</p> <p>The GIS of domestic corporations, except banks and insurance companies, with annual gross sales or gross revenues of at least Php5,000,000.00 shall also be submitted in <i>electronic format</i> (i.e. on diskettes or compact disc)</p>	<p>Within 30 calendar days from the date of the actual annual stockholders' or members' meeting:</p> <ul style="list-style-type: none"> - if unable to hold stockholders' or members' meeting for the calendar year not later than January 30 of the next calendar year - all changes arising between annual meetings and those affecting the information stated in the GIS shall be reflected in an amended GIS labeled as such and the changes clearly highlighted; the amended GIS shall be submitted within 30 calendar days after the occurrence or effectivity of such change. 										
<p>Financial Statements (FS) stamped "received" by the Bureau of Internal Revenue</p> <p>The FS of the following domestic corporations shall be audited by an independent certified public accountant (CPA) accredited with the Board of Accountancy (BOA)</p> <ul style="list-style-type: none"> a.) stock corporations with paid-up capital Php50,000.00 <i>or more</i>; and b.) non-stock corporations with annual gross receipts of Php100,000.00 <i>or more</i>, or total assets of Php500,000.00 or more <p>The FS of the following domestic corporations shall, at the minimum, be certified under oath by the treasurer of the corporation:</p> <ul style="list-style-type: none"> a.) stock corporations with paid-up capital of less than Php50,000.00; and b.) non-stock corporations with annual gross receipts of less than Php100,000.00 or total assets of less than Php500,000.00 	<p>Within 120 calendar days after the end of the fiscal year as specified in the by-laws</p> <p>NOTE:</p> <p>For the year 2013, the FS of companies whose fiscal year ends on December 31, 2012, the filing in the SEC Main Office shall be based on the last numerical digit of the SEC registration or license number of the corporation as follows:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>April 14, 15, 16*</td><td>"1", "2"</td></tr> <tr> <td>April 21, 22, 23, 24, 25</td><td>"3", "4"</td></tr> <tr> <td>April 28, 29, 30, May 2</td><td>"5", "6"</td></tr> <tr> <td>May 5, 6, 7, 8, 9</td><td>"7", "8"</td></tr> <tr> <td>May 12, 13, 14, 15, 16</td><td>"9", "0"</td></tr> </table> <p>Prior to April 14, 2014, all corporations may file their FS regardless of the last numerical digit of their registration or license number.</p> <p>*For April 14-16 - extended receiving hours from 8:00 to 7:00 PM</p>	April 14, 15, 16*	"1", "2"	April 21, 22, 23, 24, 25	"3", "4"	April 28, 29, 30, May 2	"5", "6"	May 5, 6, 7, 8, 9	"7", "8"	May 12, 13, 14, 15, 16	"9", "0"
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<p>The FS of the domestic corporations, except banks and insurance companies, with annual gross sales or gross revenues of at least Php5,000,000.00 shall also be submitted in electronic format (i.e. on diskettes or compact disc)</p>	<p>Within 30 days from the last day of submission of the FS</p>										
<p>Affidavit of Non-Operation (in addition to the GIS and the Financial Statements stamped "received" by the Bureau of Internal Revenue), in case of non-operation</p>	<p>Within 120 days after the end of the fiscal year as specified in the by-laws</p>										
<p>Stock and Transfer Book (for stock corporation) or Membership Book (for non-stock corporation)</p>	<p>Within 30 days from the date of the issuance of the certificate of incorporation</p>										