

(To be filled out by BIR) DLN: _____



Republic of the Philippines
Department of Finance
Bureau of Internal Revenue

Application for Registration

BIR Form No.

1904

October 2025 (ENCS) P1

For One-time Taxpayer and Person Registering under E.O. 98
(Securing a TIN to be able to transact with any government office)

TIN to be issued (To be filled out by BIR)

Fill in all applicable white spaces. Mark all appropriate boxes with an "X"

1 Date of Registration (MM/DD/YYYY)	2 PhilSys Card Number (PCN) (If Applicable)	3 RDO Code (To be filled out by BIR)

Part I – Taxpayer Information

4 Taxpayer Type	
<input type="checkbox"/> E.O. 98 (Filipino Citizen)	<input type="checkbox"/> One-Time Transaction – Foreign National
<input type="checkbox"/> E.O. 98 (Foreign National)	<input type="checkbox"/> Passive Income Earner Only
<input type="checkbox"/> One-Time Transaction – Filipino Citizen	<input type="checkbox"/> Estate (Non-Business)

5 Foreign TIN (if any)	6 Country of Residence, if applicable

7 Taxpayer's Name	
7A (If Individual) (Last Name) (First Name) (Middle Name) (Suffix) (Nickname)	
7B (If Non-Individual) (Registered Name)	
7C [If ESTATE, ESTATE of (First Name, Middle Name, Last Name, Suffix)] [If TRUST, FAO: (First Name, Middle Name, Last Name, Suffix)]	

8 Date of Birth/Organization (MM/DD/YYYY)	9 Place of Birth

10 Local Residence Address	
Unit/Room/Floor/Building No. Building Name/Tower Lot/Block/Phase/House No. Street Name	
Subdivision/Village/Zone Barangay Town/District	
Municipality/City Province ZIP Code	

11 Principal Foreign Address, if applicable (Indicate complete foreign address)	12 Municipality Code (To be filled out by BIR)

13 Date of Arrival in the Philippines (MM/DD/YYYY)	14 Gender	15 Civil Status
	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widow/er <input type="checkbox"/> Legally Separated

16 Contact Number (Landline/Mobile No.)	17 Official Email Address

18 Mother's Maiden Name (First Name, Middle Name, Last Name, Suffix)	19 Father's Name (First Name, Middle Name, Last Name, Suffix)

20 Identification Details [government issued ID (e.g., passport, driver's license, etc.), company ID, etc.]	
Type Number Effectivity Date (MM/DD/YYYY) Expiry Date (MM/DD/YYYY)	

Part II – Spouse Information

21 Employment Status of Spouse	<input type="checkbox"/> Unemployed <input type="checkbox"/> Employed Locally <input type="checkbox"/> Employed Abroad <input type="checkbox"/> Engaged in Business/Practice of Profession
22 Spouse Name (Last Name, First Name, Middle Name, Suffix)	23 Spouse TIN
24 Spouse Employer's Name (If Individual, Last Name, First Name, Middle Name, Suffix) (If Non-Individual Registered Name)(Attach additional sheet/s, if necessary)	25 Spouse Employer's TIN

Part III – Transaction Details

26 Purpose of TIN Application	
<input type="checkbox"/> A Dealings with Banks <input type="checkbox"/> B Dealings with Government Agencies <input type="checkbox"/> C Tax Treaty Relief <input type="checkbox"/> D Sale, Assignment and/or Disposal of Shares of Stock	
<input type="checkbox"/> E Sale, Assignment and/or Disposal of Real Property/ies classified as Capital Asset <input type="checkbox"/> F Sale, Assignment and/or Disposal of Real Property/ies classified as Ordinary Asset <input type="checkbox"/> G Donation of Property/ies <input type="checkbox"/> H Transfer of Property/ies by Succession (Death)	
<input type="checkbox"/> I First Time Job Seeker <input type="checkbox"/> J Others (specify)	

Part IV – Withholding Agent/Accredited Tax Agent Information

27 Taxpayer Identification Number (TIN)	28 RDO Code
29 Withholding Agent/Accredited Tax Agent's Name (If Individual, Last Name, First Name, Middle Name, Suffix)(If Non-Individual, Registered Name) (if different from taxpayer)	

30 Registered Address (Sub-street, Building/Street, Barangay, City/Municipality, Province)		
		30A ZIP Code
31 Contact Number (Landline/Mobile No.)	32 Official Email Address	
33 Declaration I declare, under the penalties of perjury, that this application has been made in good faith, verified by me and to the best of my knowledge and belief, is true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, I give my consent to the processing of my information as contemplated under the *Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes.		Stamp of BIR Receiving Office and Date of Receipt
TAXPAYER/AUTHORIZED REPRESENTATIVE (Signature over Printed Name)		Title/Position of Signatory

Note: The BIR Data Privacy Policy is in the BIR website (www.bir.gov.ph)

Documentary Requirements:

FOR E.O. 98 AND ONETT – INDIVIDUAL (LOCAL & RESIDENT ALIEN)

- ☐ 1. Any government-issued ID (e.g., PhillID/ePhillID, Passport, Driver's License/eDriver's License) that shows the name, address and birthdate of the applicant. In case the ID has no address, any proof of residence or business address; (1 photocopy)
- For transfer of properties by succession
 - Death Certificate of decedent or Extrajudicial Settlement of the Estate/Affidavit of Self Adjudication; (1 photocopy)

ADDITIONAL DOCUMENTS, IF APPLICABLE:

- ☐ 1. Marriage Contract, for married female; (1 photocopy)
- ☐ 2. If transacting through a Representative:

2.1 Special Power of Attorney (SPA) executed by the taxpayer-applicant indicating the purpose and name of authorized representative; (1 original)

2.2 Any government-issued ID of the taxpayer and authorized representative; [1 photocopy, both with one original specimen signature(wet)]
- ☐ 3. For First Time Job Seeker
Barangay Certification that the applicant is a resident of the barangay and is a First Time Job Seeker; (1 certified true copy)

FOR E.O. 98 – FOREIGN NATIONAL (NONRESIDENT)

- ☐ 1. Passport (Bio page, including date of entry/arrival and exit/departure stamp, if applicable); (1 photocopy)

ADDITIONAL DOCUMENTS, IF APPLICABLE:

- ☐ 2. If transacting through a Representative:

2.1 Apostilled Special Power of Attorney (SPA) or authenticated by the Philippine Embassy or Consulate General, indicating the purpose and name of authorized representative; (1 certified true copy, original for presentation)

2.2 Any government-issued ID of the taxpayer and authorized representative; (1 photocopy)

POSSESSION OF MORE THAN ONE TAXPAYER IDENTIFICATION NUMBER (TIN) IS CRIMINALLY PUNISHABLE PURSUANT TO THE PROVISIONS OF THE NATIONAL INTERNAL REVENUE CODE OF 1997, AS AMENDED.