

TO BE ACCOMPLISHED
PERSONALLY BY THE
PROFESSIONAL



Republic of the Philippines
Professional Regulation Commission
Manila

PRC REG Form No. 003 (Rev. Sept 2006)



- ORIGINAL ID
- DUPLICATE
- REPRINT

REGISTRATION DIVISION

APPLICATION FOR PROFESSIONAL IDENTIFICATION CARD

NAME: _____, _____
Last Name First Name Middle Name

PERMANENT MAILING ADDRESS: _____

DATE FILED: _____ **PROFESSION:** _____ **EXAM DATE:** _____

REGISTRATION DATE: (mm/dd/yy) _____ **LICENSE NO.:** _____ **EXPIRATION DATE:** (mm/dd/yy) _____

CITIZENSHIP: (mm/dd/yy) _____ **BIRTH DATE:** (mm/dd/yy) _____ **TEL. No./CP No.:** _____

This is to certify that all the information above are true and correct.

SIGNATURE OF LICENSEE

FOR PRC PROCESSING	
YLP FROM: _____ TO: _____ P/ _____	
SURCHARGE: _____	Amount: _____ O.R. No. : _____
EXPRESS FEE: _____	Date: _____ Issued by: _____
TOTAL AMOUNT: _____	VERIFIED AND ASSESSED BY: _____



ID CLAIM SLIP

ISSUED BY: _____

DATE FILED: _____

NAME:	AMOUNT
PROFESSION:	OR NO.
LICENSE NO.	DATE PAID
APPLICATION TYPE: <input type="checkbox"/> RENEWAL <input type="checkbox"/> DUPLICATE <input type="checkbox"/> REPRINT	

Please present this slip to claim your professional ID at Window _____.

(NOTE: REPRESENTATIVE WITH PROPER IDENTIFICATION SHOULD PRESENT AUTHORIZATION LETTER FROM THE REGISTERED PROFESSIONAL AND THIS ORIGINAL CLAIM SLIP.) FOR CONFIRMATION PLEASE CALL UP (02) 736-22-48.

PROCEDURE

Step 1. The professional presents duly accomplished form together with the requirements at the designated counters. The registration officer assesses the prescribed fees on the application form.
(Windows 15, 19 or 29)

Step 2. Professional pays the prescribed renewal fees plus express fee to the Cashier. (Window 36)

Step 3. Professional presents application form to the MEGA Data Printer (Ground floor, Main Building) for free picture taking.

Step 4. Professional returns the application form (with appropriate action from the MEGA Data Corporation) to the designated counters at the Registration Division and receives claim slip.
(Windows 15, 19 or 29)

Step 5. Professional presents claim slip at the designated counter to claim ID.

REQUIREMENTS

1. Duly accomplished form for Fast ID
2. In case of **LOST** professional ID card which is still current, the applicant shall submit notarized **Affidavit of Loss**
3. In case of **DESTROYED** professional ID card, the applicant shall surrender the destroyed card