

**Documentary Requirements
Incentive Availment
Leyte Province Investment Code**

1. Application for Registration - Form No. 001
 - Project Study, - Form No. 001-a
 - Business Name Registration
 - Audited Financial Statement (for existing firms)
 - For firms existing 3 more years, statements of last 3 years
 - or else, only for 1 or 2 years
 - Articles of Partnership or Incorporation or Cooperative as approved by SEC of CDA (if applicable)
 - SEC or CDA Registration (if applicable)
 - BOD Resolution authorizing filing of application and designated personnel responsible for application (if applicable)

2. Payment Order - Form No. 002

3. Notice of Acceptance - Form No. 003

4. Notice of Non-Qualification - Form No. 004

5. Notice of Application for Newspaper of Regional Circulations - Form No. 005

6. Recommendation of Application to LPIC - Form No. 006

7. Endorsement for Approval of Registration - Form No. 007

8. Notice of LPIC Disapproval - Form No. 008