

LIST OF REQUIRED DOCUMENTS (SOLE PROPRIETOR)

- ☐ 2C2P merchant agreement: Signed on ALL pages (Hard copy/Digital copy)
- ☐ 2C2P risk assessment form
- ☐ Pricing proposal
- ☐ Department of Trade and Industry (DTI) registration
- ☐ Latest mayor's permit
- ☐ Latest Bureau of Internal Revenue (BIR) registration
- ☐ Bank statements or bank certification from bank of choice
- ☐ Valid ID of the owner with specimen signatures (Hard copy/Digital copy)
- ☐ Picture of office and/or store premises
- ☐ Price list of goods and/or services
- ☐ Transaction process flow
- ☐ Terms and conditions (refund, return, exchange policies & cancellation policies)
- ☐ Privacy policy

If the company's signatory for the 2C2P Merchant Agreement is not the owner, please submit the following additional documents:

- ☐ Letter of authorization
- ☐ ID of authorised signatory

2C2P Philippines, Inc.	Applicant
Name:	Name:
Title:	Title: