



Republic of the Philippines
OFFICE OF THE PRESIDENT
OPTICAL MEDIA BOARD

No. 35 Scout Limbaga Street, Bgy. Laging Handa, Quezon City, Philippines 1103
Tel. Nos. 373-6829•374-1393•Fax: 374-0217
Website: www.omb.gov.ph

REQUIREMENTS FOR REPLICATION PERMIT (CRP)

- License as local Licensee
- Duly filled-up application form in duplicate copies per title (notarized)
- Notarized Affidavit of undertaking
- Certified copy of contract and /or certificate from the source of rights (notarized)
- Submission of copies of the approved format of finished product (after replication)
- Certified copy of MTRCB classification Certificate (for those with video/visual content)
- Certificate of Compliance from PARI (Phil Association of the Rec. ind Inc.)
- Payment of the following Fees:
 1. Replication Fee (per title) -P 200.00
 2. Recordation Fee (per title) -P 100.00
 3. Verification Fee (per contract) -P 500.00

REQUIREMENTS FOR IMPORT/EXPORT PERMIT

- Registration/License as Importer and/or Exporter
- Register online to National Single Window (<https://nsw.gov.ph>)
- Affidavit of undertaking
- Certified Copy of Contract and/or Certificate of Ownership from the Source of rights
- Airway Bill or Bill of Lading
- Certified Copy Of Commercial Invoice (import) Pro-forma Invoice (Export)
- Packing List
- Import/Export Permit Fee: P500.00/Way Bill or Bill of Lading

ADDITIONAL REQUIREMENTS

- Commercial Replication Permit of the titles (for export only)
- Letter of Request address to Chairman (required)
- Sample of the materials (if required)
- For Software: Description of the software (photo copy of the inlay will do) and Name of the Publisher
- For Music/Audio: list of Song titles, names of featured recording artists and the title of each work recorded, PARI Cert
- For Manufacturing Equipment: Description of the equipment
- For Manufacturing Materials: Description of the manufacturing materials.
- Certified copy of Airway Bill or Bill of Lading (after the shipment for export)