

PHILIPPINE ECONOMIC ZONE AUTHORITY
Foreign Nationals Unit-Central Office
Ground Floor, Bldg. 4-B, DOE-PNOC Complex, Energy Center,
34th St., Bonifacio Global City, Taguig City 1634
 Phone Nos. +632 551-3451 Ext. 111, 112 and +632 551-3427

Checklist of Information and Documentary Requirements
For Special Non-Immigrant (47(a)2) Visa Application

Visa Application of Mr./Ms. : _____

Name of Company : _____

A. To be provided by PEZA EAD/FNU

- PEZA ZA/ZM Endorsement to the Director General
- PEZA Endorsement of Visa application to the DOJ
- Certified True Copy of the PEZA Official Receipt Issued for the Payment of the Processing Fee duly certified as True Copy by the Collecting Officer)

B. To be provided by economic zone foreign national applicants (kindly submit 4 sets* of documents in sequence similar to the order below)

- DOJ Checklist Application for Change in Admission Status or for 47(a)2 Visa Extension
- Company's Letter Request to PEZA
- DOJ Application Form (duly notarized)
- PEZA Certificate of Registration
- Photocopy of Passport of the Applicant (Name, Pages containing Date of Latest Arrival and Visa)
- DOJ 1st Endorsement (For Application with Request for Visa Extension Only)
- Secretary's Certificate/Certificate of Employment or Service Contract
- Bio-Data of the Applicant

*1 original copy – DOJ; 3 photocopies- BID, PEZA (FNU) & PEZA Ecozone

C. Additional Requirements for Qualified Dependents (if any):

- Photocopy of Passport of Qualified Dependent/s (Name, Pages containing Date of Latest Arrival and Visa)
- Affidavit of Support
- Marriage Certificate (copy should be in English or with notarized English translation duly authenticated by the applicant foreign national's respective Embassy or Consular Office)
- Birth Certificate (copy should be in English or with notarized English translation duly authenticated by the applicant foreign national's respective Embassy or Consular Office)

REMARK(S)
