

(To be Printed in Company Stationery)

Date: _____

BGen Charito B. Plaza (AFPR), MNSA, PhD.

Director General

Philippine Economic Zone Authority

Double Dragon Center West, 8 Meridian Ave, DD Meridian Park,

Macapagal Avenue corner EDSA Extension, Bay Area,

Pasay, Metro Manila

Dear Director General Plaza:

Our company respectfully request the assistance of the Philippine Economic Zone Authority in facilitating the issuance of a **Special Non-Immigrant or 47(a)(2) Visa for the Investor / Non-Resident Alien Employee** [Note: Choose one and delete the other, including this note], whose name is given below:

Name of Applicant:

Title/Position:

In this connection, I hereby, certify to and commit to undertake the following:

1. Employment of the non-resident alien is required in the operations of the company;
2. The non-resident alien to be employed has no derogatory record nor pending case against him in his domicile (i.e., country of citizenship), in the Philippines or any other country where the said foreign national has resided for the last five (5) years;
3. The enterprise shall undertake an Understudy Program for training Filipino workers to effect transfer of appropriate technology on aspects of its operations for which the non-resident alien is being proposed for employment;
4. The enterprise shall secure PEZA clearance before allowing the non-resident alien employee to transfer employment to any company and/or take up any other job, in addition to the one he is employed for;
5. The enterprise shall notify the DOJ, through PEZA, within three (3) days of termination of the employment of the non-resident alien employee; and
6. The enterprise shall assume full responsibility for ensuring that the non-resident alien employee leaves the Philippines upon termination of the employment.

Very truly yours,

(President / CEO / Authorized Signatory)