

Nasusuri ang mga Dahilan ng Pagkakaroon ng Impormal na Sektor

Narito ang proseso ng pagrerehistro ng isang negosyo mula sa Official Gazette (n.d). *Setting up your business*. Retrieved February 2017 from <http://www.gov.ph/services/business-registration/>

1. Register your business with the DTI and obtain a Business Name Registration Certificate [READ: Registering a business name]

2. Obtain Barangay/Municipality/Regional Clearance from the concerned local government where you will set up your office

Requirements

Business Name Registration Certificate

Two valid IDs

Proof of address of business location (Note: If you will be operating from home, your home address will suffice)

3. Go to the mayor's office in order to secure a business permit in the municipal level

Requirements

Business Name Registration Certificate

Map/sketch of location where your business will be located

Two valid IDs

Community tax certificate (in some cases)

4. Go to the Bureau of Internal Revenue (BIR) district office where your business will be located

Requirements

Business Name Registration Certificate

Mayor's permit

Barangay clearance

Proof of your business address (e.g. lease/rental agreement, land title)

Book of Accounts, to be stamped by BIR (which can be purchased in office supplies stores)

Receipts and invoices from BIR accredited print shops, to be stamped by BIR

5. Obtain a TIN [READ: How to apply for a Tax Identification Number]

6. Fill out an application form for a Certificate of Authority to Print Receipts and Invoices

7. Have your Book of Accounts, receipts, and invoices stamped by the BIR

8. Apply as a self-employed member of the Social Security System (compulsory for business owners in the Philippines [READ: SSS membership])