

TO BE ACCOMPLISHED
PERSONALLY BY THE
PROFESSIONAL



Republic of the Philippines
Professional Regulation Commission
Manila

REGISTRATION DIVISION

APPLICATION FOR PROFESSIONAL IDENTIFICATION CARD

PRC REG Form No. 003 (Rev. Sept 2002)

Paste here
your recent
PASSPORT SIZE
colored picture in
white background with
complete name tag

☐ RENEWAL
☐ DUPLICATE
☐ REPRINT
☐ CHANGE OF NAME

NAME: _____, _____
Last NameFirst NameMiddle Name

PERMANENT MAILING ADDRESS: _____

DATE FILED: _____PROFESSION: _____EXAM DATE: _____
(mm/dd/yy)

REGISTRATION DATE: _____LICENSE NO: _____EXPIRATION DATE: _____
(mm/dd/yy)

CITIZENSHIP: _____BIRTH DATE: _____TEL. No./CP No. _____
(mm/dd/yy)

This is to certify that all the information above are true and correct.

SIGNATURE OF LICENSEE

YLP FROM: _____ TO: _____ P/ _____		FOR PRC PROCESSING	
SURCHARGE: _____		Amount: _____	O.R. No. : _____
TOTAL AMOUNT: _____		Date: _____	Issued by: _____
VERIFIED AND ASSESSED BY: _____			

PLEASE FILL OUT THIS CLAIM SLIP

ID CLAIM SLIP

ISSUED BY: _____DATE FILED: _____

NAME:	AMOUNT
PROFESSION:	OR NO.
LICENSE NO.	DATE PAID
APPLICATION TYPE: <input type="checkbox"/> RENEWAL <input type="checkbox"/> DUPLICATE <input type="checkbox"/> REPRINT <input type="checkbox"/> CHANGE OF NAME	

Please present this slip to claim your professional ID on _____ at Window _____.

(NOTE: REPRESENTATIVE WITH PROPER IDENTIFICATION SHOULD PRESENT SPECIAL POWER OF ATTORNEY/AUTHORIZATION LETTER FROM THE REGISTERED PROFESSIONAL AND THIS ORIGINAL CLAIM SLIP.) FOR CONFIRMATION PLEASE CALL UP (02) 736-22-48.

PROCEDURES

- Step 1.** Present duly accomplished form together with the requirements at Assessment Windows
Window 16 Window 18
- Step 2.** Pay prescribed fees at the Cashier
- Step 3.** Get your claim slip at Windows 16, 18 and 30
- Step 4.** Claim your professional license as scheduled. Please refer to your claim slip for further instructions.

REQUIREMENTS

- 1. Duly accomplished form
- 2. Two (2) pcs passport size picture: close up, colored, white background with complete name tag
- 3. Photo/xerox copy of recent professional ID card
- 4. In case of **LOST** professional ID card which is still current, the applicant shall submit notarized **Affidavit of Loss**
- 5. In case of **DESTROYED** professional ID card, the applicant shall surrender the destroyed card

NOTE : As the authorized representative, I assume direct and full responsibility/liability for the security of the professional ID.

Signature over Printed Name of REPRESENTATIVE