

**Republic of the Philippines**  
**Department of Justice**  
**BUREAU OF IMMIGRATION – Manila**  
**菲律賓司法部移民局 - 馬尼拉**

**暫時就業許可所需文件**  
**PROVISIONAL PERMIT TO WORK (PPW)**  
**Requirements**

1.  Letter request from the petitioner company 聘僱公司申請函;
2.  Photocopy of passport with valid visa 護照及有效簽證之影本;
3.  Bio-data 履歷表;
4.  Photocopy of SEC Registration, By-Laws Articles of Incorporation of the Company 聘僱公司之公司登記證明及其公司章程;
5.  Affidavit of Support of the Petitioner-Company 聘僱公司之財力證明(Affidavit of Support);
6.  ITR of the Company 聘僱公司之報稅證明;
7.  Contract of Employment/Sec. Certificate of Contract 聘僱契約書;
8.  Application for pre-arranged employment visa 9(g) 入境前聘僱之 9(g)種就業簽證;
9.  Alien Employment Permit (AEP) issued by the Department of Labor and Employment (DOLE) 菲律賓勞工就業部核發之外籍人士就業許可證明.
10. Others 其他:

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Certified Complete:

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