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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  | **CONTACT US** | | | | | | |
| 17F BDO Towers Valero  8741 Paseo De Roxas St.,  1226 Makati City | | | | | | | Tel/Fax No.: | 8885-4700 / 8893-4480 | | | | | |
|  | | | | | | | Email: | entesoro@philguarantee.gov.ph | | | |  | |
|  |  |  |  |  |  |  | Website: | www.philguarantee.gov.ph | | |  | | |
| **ACCESS TO INFORMATION REQUEST FORM** | | | | | | | | | | | | | |
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|
| To be accomplished by the Applicant | | | |  |  |  |  |  |  |  | | |  |
| 1. Name : | |  |  |  |  |  |  |  |  |  | | |  |
|  |  |  |  |  |  |  |  |  |  |  | | |  |
| 2. Residence/Business | | |  |  |  |  |  |  |  |  | | |  |
| Address | |  | House No./Blk. No. | |  |  | Street |  |  | Barangay | | |  |
|  |  |  |  |  |  |  |  |  |  |  | | |  |
|  |  |  | City/Municipality | |  |  |  |  |  |  | | |  |
| 3. Proof of Identity: | | |  |  |  |  |  |  |  |  | | |  |
|  |  |  |  |  |  |  |  |  |  |  | | |  |
| 4. Contact Information | | |  | Landline: |  |  | Mobile No.: |  |  | Valid Email: | | |  |
|  |  |  |  |  |  |  |  |  |  |  | | |  |
| 5. Detailed description of the information/document requested: | | | | | | |  |  |  |  | | |  |
|  |  |  |  |  |  |  |  |  |  |  | | |  |
| 6. Purpose of the request: | | |  |  |  |  |  |  |  |  | | |  |
|  |  |  |  |  |  |  |  |  |  |  | | |  |
| 7. Name and signature of authorized representative if any: | | | | | | | Proof of identity and/or evidence of authority: | | | | | | |
|  |  |  |  |  |  |  |  |  |  |  | | |  |
| **CERTIFICATION UNDER OATH**   I hereby certify under oath that the undersigned is the person whose name and signature appears here and that the above-requested information will be used for the stated purpose/s and for no other. None of the contents of such document/information will be disclosed to a third party, except the applicant here. I have not misused any information previously obtained from this Office. In case where a study is conducted in line with a school-sanctioned project, the identity of the concerned public officer/s or employee/s shall not be unduly disclosed but shall be referred in general terms (e.g. mayors of Metro Manila) to prevent unnecessary disclosure of information about the public official/s or employee/s. Should I violate the terms of this undertaking, I understand that I will be proceeded against under the Revised Penal Code for perjury.      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Signature over printed name | | | | | | | | | | | | | |