



BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA




PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

MEMORANDUM

TO : ALL DISTRICT COLLECTORS
ALL SUB-PORT COLLECTORS
ALL COLLECTION DIVISIONS
ALL OTHERS CONCERNED

FROM : 
ALLAN C. GERONIMO
Deputy Commissioner

SUBJECT : Additional Guidelines on CMO 18-2021 entitled,
"Revised Rules and Regulations on the Opening
and Utilization of Prepayment Accounts"

DATE : 21 May 2021

1. This order is issued to provide additional guidelines on CMO 18-2021.
2. The Chief of the Collection Division or the BOC Cashier shall use the following format in creating a Prepayment account number.

<Year> + <Port Code> + "- " + <NNNNNNN>

e.g. 2021P04C-0000001

 PRE-PAYMENT REGISTRATION FORM 	
Port of _____	
Type of Account: <input type="checkbox"/> Importer <input type="checkbox"/> Exporter	
Tax Identification Number (TIN):	Account No: <year>+port+ '-' + 9999999 <i>e.g. 2021P04C-0000001</i>

3. In the event that the in-house bank (Landbank) is closed due to Covid-19, the Importer or Exporter shall deposit the desired amount on their Prepaid account at the BOC Cashier of the port concerned.

For your information and guidance.