

Permits with Approving Officer up to ACIR LEVEL (Continuing/Renewable)

Permit Code	Kinds of Permits	List of requirements	Level of Signatory/ Approving Official	Validity Period
001	Permit to Operate as a Manufacturer, Producer, Trader and/or Importer of Excisable Articles	<ol style="list-style-type: none"> 1. Application for Permit 2. Surety Bond 3. Certificate of Calibration and Accuracy of Metering Devices issued by Concerned Government Office(s) 4. Plat & Plan of Production Plant/Warehouse 	ACIR, LTS	Continuing
002	Permit to Operate as Manufacturer/ Producer of Denatured Alcohol	<ol style="list-style-type: none"> 1. Application for Permit 2. Surety Bond 3. Permit to Operate as Distiller or Rectifier 4. Plat and Plan of Denaturing Premises 5. Tank Description 6. Certificate of Calibration and Accuracy of Metering Devices issued by Concerned Government Office(s) 	ACIR, LTS	Continuing
003	Permit to Operate as Repacker of Denatured Alcohol	<ol style="list-style-type: none"> 1. Application for Permit 2. Surety Bond 3. Plat and Plan of Denaturing Premises 4. Tank Description 5. Certificate of Calibration and Accuracy of Metering Devices issued by Concerned Government Office(s) 	ACIR, LTS	Continuing
004	Permit to Operate as Dealer of Denatured Alcohol	<ol style="list-style-type: none"> 1. Application for Permit 2. Surety Bond 3. Plat and Plan of Denaturing Premises, <i>If applicable</i> 4. Tank Description, <i>if applicable</i> 5. Certificate of Calibration and Accuracy of Metering Devices issued by Concerned Government Office(s), <i>if applicable</i> 	ACIR, LTS	Continuing
005	Permit to Procure Underbond Alcohol for Rectification Purposes	<ol style="list-style-type: none"> 1. Application for Permit 2. Joint Surety Bond by Distiller and Rectifier 3. Buyer's Permit to Operate as Rectifier 4. Buyer's Permit to Maintain Bonded Storage Tank 5. Supply Agreement 	ACIR, LTS	Continuing
006	Permit for an Additional Warehouse for Storage of Finished Products Within the Premises	<ol style="list-style-type: none"> 1. Application for Permit 2. Plat & Plan of warehouse (<i>additional</i>) 3. Lease Contract/ Agreement, <i>if applicable</i> 	ACIR, LTS	Continuing

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007	Permit for an Additional Warehouse for Storage of Raw Materials Within or Outside the Premises	<ol style="list-style-type: none"> 1. Application for Permit 2. Plat and Plan of Warehouse (<i>additional</i>) 3. Lease Contract/ Agreement, <i>if applicable</i> 4. Surety Bond, if warehouse is outside the previously approved premises 	ACIR, LTS	Continuing
008	Permit to Commingle Tax-Paid / Bonded Imported Petroleum Products with its Own Manufactured Products Within the Refinery Premises	<ol style="list-style-type: none"> 1. Application for Permit 2. Designated Tank & Number, <i>if applicable</i> 3. Surety Bond 	ACIR, LTS	Renewable
009	Permit to Amend Existing Plat and Plan	<ol style="list-style-type: none"> 1. Application for Permit 2. Amended Plat and Plan of Production Plant/Warehouse 	ACIR, LTS	Continuing
010	Permit to Deliver/Sell Acetate Filter Rods, Cigarette Paper/Tipping Paper	<ol style="list-style-type: none"> 1. Application for Permit 2. Supply Agreement, <i>if applicable</i> 3. Consignee's permit to Operate as Excisable Taxpayer 4. Name, TIN and Address of Consignee 5. Exact location where such articles are to be delivered/stored 	ACIR, LTS	Renewable
011	Permit to Register New Brands/Models/Variants	<ol style="list-style-type: none"> 1. Application for Permit 2. Manufacturer's Declaration <i>indicating the gross selling price or market value together with the cost of manufacture or production plus expenses incurred or to be incurred until the goods are finally sold</i> 3. Sample of new labels 4. Manufacturer's/ Importer's brochures / catalogues detailing the product, if applicable 	ACIR, LTS	Continuing
012	Permit to Change from Tax paid to Underbond Tank or Vice Versa or Change in Product Content of Designated Tanks	<ol style="list-style-type: none"> 1. Application for Permit 2. Tank Description (Tax paid or Underbond and Tank No.) 3. Product content per designated tank 	ACIR, LTS	Continuing
013	Permit to Lease/Use a Portion of Warehouse to Others not Engaged in Business as Excisable Taxpayer	<ol style="list-style-type: none"> 1. Application for Permit 2. Amended Plat and Plan 3. Copy of Sublease Contract/Agreement 	ACIR, LTS	Continuing