**DEPARTMENT OF TRADE AND INDUSTRY**

**REGIONAL OFFICE 02**

**CAGAYAN PROVINCIAL OFFICE**

**TUGUEGARAO CITY, CAGAYAN**

SALES PROMOTION APPLICATION FORM HOME SOLICITATION

( ) 1. BUSINESS NAME OF APPLICANT:

* ADDRESS:
* TELEPHONE NO.:
* AUTHORIZED REPRESENTATIVE:
* DESIGNATION:
* SIGNATURE OF AUTHORIZED REPRESENTATIVE: ( ) 2. PRODUCTS TO BE SOLD:

BRAND SIZE IN METRIC, SPECIFICATIONS

( ) 4. ATTACHMENTS

( ) COMPLETE MECHANICS WITH THE FOLLOWING CONTENTS:

* + Products to be sold
	+ How sale will be conducted
	+ Conditions:
		- Sales shall be conducted by a person with proper ID and authority.
		- Sales shall be conducted within working days, between 9:00AM to 7:00PM only.
		- Seller shall not represent that:
			* The buyer has been specially selected
			* Survey, test or research is being conducted
			* The seller is making a special offer to a few persons only for a limited period of time
		- All sales must be properly receipted.

( ) DOCUMENTS RELATIVE TO THE AGENTS/SELLERS

( ) Business names and addresses of agents

( ) Scope and duration of authority granted to such agents ( ) Copy of authority given to such agents

( ) Copy of identification given to such agents ( ) COPY OF OFFICIAL RECEIPT

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