



# FORMS AND TEMPLATES

Applicant producers must use these documents and submit these fully accomplished along with the documentary requirements as specified in these Guidelines

## **Service Contract and Certificate of Service Rendered**

All fees, wages, or honoraria paid to Filipino individuals must be accompanied by a fully executed Service Agreement, a Certificate of Service Rendered, proof of payment (bank transfer/deposit slip or payslip) and a valid government ID.

The corresponding Certificate of Service Rendered must be attached to the Service Agreement once the worker/talent has satisfactorily completed his/her service engagement to the project

Please see the Contract Service Agreement [HERE](#).

Please see the Certificate of Service Rendered [HERE](#).

## **Scanning An Official Receipt**

When submitting your Official Receipts during the Final Verification application, please follow the instructions in scanning an Official Receipt [HERE](#).

## **Certification of True Copy**

Certification of True Copy is a requirement for the Final Verification application. Please see the copy [HERE](#).