

BIR Forms	Purpose	Attachment
1901	<ul style="list-style-type: none"> ▪ Application for Registration for self-employed individuals, professionals, single proprietor 	<ul style="list-style-type: none"> ▪ birth certificate or any valid identification showing name, address and birth date ▪ Mayor's Permit or application for Mayor's Permit (when applicable) ▪ DTI Certificate of Business Name to be submitted prior to the issuance of the BIR Certificate of Registration
1902	<ul style="list-style-type: none"> ▪ Application for Registration for individual earning purely compensation income ▪ Application for Registration for OCWs/Seamen Earning Purely Foreign Sourced Income ▪ For Non-Resident Citizen/Immigrant 	<ul style="list-style-type: none"> ▪ birth certificate or any valid identification showing name, address and birth date ▪ certificate of employment ▪ Birth Certificate or any document showing name, address and birth date ▪ passport with visa ▪ employment contract ▪ Passport with Visa of the Applicant
1903	<ul style="list-style-type: none"> ▪ Application for Registration for corporations/GOCCs and partnerships ▪ GAs & LGUs 	<ul style="list-style-type: none"> ▪ SEC "Certificate of Registration" (Certificate of Incorporation/ Certificate of Co-Partnership) or "License To Do Business in the Philippines" in case of resident foreign corporation ▪ Mayor's Permit or application for Mayor's Permit – to be submitted prior to issuance of the BIR Certificate of Registration ▪ Unit or Agency's Charter
1904	<ul style="list-style-type: none"> ▪ Application for Registration for One-Time taxpayers/persons registering under EO98 (They are persons without previously issued TIN) <ul style="list-style-type: none"> ○ Vehicle registration 	<ul style="list-style-type: none"> ▪ birth certificate or any valid identification showing name, address and birth date of the applicant

	<ul style="list-style-type: none"> ○ Trust ○ Capital gains (stock, real estate) ○ Estate ✓ Resident Decedent ✓ Non-Resident Decedent without administrator in the Philippines ✓ Non-Resident Decedent with administrator in the Philippines ○ Donation ▪ For other applications (EO 98) 	<ul style="list-style-type: none"> ▪ trust agreement ▪ birth certificate or any valid identification showing name, address and birth date ▪ death certificate of decedent ▪ death certificate of decedent ▪ death certificate of the decedent ▪ birth certificate or any valid identification showing name, registered address, residence address, birth date of the Philippine administrator ▪ birth certificate or any valid identification showing name, address and birth date of the donor ▪ birth certificate or any valid identification showing name, address and birth date of the applicant
1905	<ul style="list-style-type: none"> ▪ Application for replacement of lost/damaged TIN Card ▪ Update of Registration Information <ul style="list-style-type: none"> - Change in Registered Address 	<ul style="list-style-type: none"> ▪ Affidavit of Loss (if replacement is due to loss of the TIN Card) ▪ Old TIN Card (if replacement is due to damaged card) • Original certificate of Registration • Inventory list of unused invoices/receipts (bearing old address), indicating the serial numbers • Unused invoices and receipts for re-stamping, if stamping is still required under prevailing regulations • Latest DTI Certificate/SEC Registration • Latest Mayor's Permit/Application for Mayor's Permit • Sketch of place of production (if taxpayer is subject to Excise Tax)

	<p style="text-align: center;">- Change in Registered Name/ Trade Name</p> <p><i>(Note: Other purposes of BIR Form 1905 not relevant to issuance of TIN Card not included in this matrix)</i></p>	<ul style="list-style-type: none"> ▪ Amended SEC Registration/DTI certificate ▪ Original certificate of Registration
2305	<p>Exemption Certificate Update (for individuals). This is used for information update due to change in civil status of taxpayer (i.e., single to married or married to single/widow/widower)</p> <p><i>(Note: Other purposes of BIR Form 1905 not relevant to issuance of TIN Card not included in this matrix)</i></p>	<ul style="list-style-type: none"> ▪ Marriage contract ▪ Court Order nullifying the marriage (if change of status is from marriage to single)