



**CENTER FOR DRUG REGULATION AND RESEARCH**

**SALES PROMO PERMIT APPLICATION**

- Who May Avail** : All Manufacturers, Distributors, Importers, Exporters, Wholesalers, Traders, and Retailers of Pharmaceutical Products
- Fees to be Paid** : **DTI-DOH JAO NO. 1 s. 2000: Prescribing a Schedule of Fees and Charges for Sales Promotion Activities**

**Initial:**

Sales promotions – the permit fees for the conduct of sales promotion schemes shall be as follows:

Coverage: (Fees)

NCR only or in several regions in NCR and Nationwide: PHP 1,000.00 + 1% LRF

More than one (1) region in NCR and Nationwide: PHP 750.00 + 1% LRF

Several provinces/cities/municipalities within a single region: PHP 500.00 + 1% LRF

Single province/city/municipality: PHP 250.00 + 1% LRF

The amount of fees for sales promotions (except for discount scheme type of promotion) which includes variables covered by blanket approval (covering a period of one [1] year as prescribed by the Consumer Act) shall be in accordance with the enumerated hereunder or in accordance with geographical areas, whichever is higher:

Amount of Prices: (Fees)

Up to PHP 50,000.00 : PHP 250.00 + 1% LRF

PHP 50,000.00 - PHP 150,000.00: PHP 500.00 + 1% LRF

PHP 150,000.00 - below PHP 300,000.00: PHP 1,000.00 + 1% LRF

PHP 300,001.00 - PHP 500,000.00: PHP 2,000.00 + 1% LRF

PHP 500,001.00 - PHP 1,000,000.00 : PHP 3,000.00 + 1% LRF

Above PHP 1,000,000.00 : PHP 5,000 + 1% LRF

**Amendment:**

PHP 310.00

**CHECKLIST OF REQUIREMENTS**

**Initial:**

1. Duly accomplished and notarized Integrated Application Form (IAF)
2. Letter of Intent for application of Promo Permit
3. List of Participating Products in Excel Format (Sheet 3 of Information Sheet)
4. Copy of the valid product notification/ registration/ exemption
5. Information Sheet and Mechanics of the Sales Promotion
6. Layout of Promo materials (if applicable)



7. Proof of payment
8. Self-Assessment Form for Sales Promo Permit

**Amendment:**

1. Accomplished Integrated Application Form
2. Letter of Intent specifying the type of amendment
3. Copy of previously issued valid promo permit
4. Supporting documents for the requested amendment
5. Proof of payment
6. Self-Assessment Form for Sales Promo Permit

END