



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT

Region 9

3rd Floor, QNS Building, Veterans Avenue Extension
 Tumaga Road, Zamboanga City



JF Application Permit Form No. 001B

JOB FAIR PERMIT APPLICATION FORM CHECKLIST

Print Legibly. Mark appropriate boxes with **X**

Applicant Name and Address		Contact No		
Authorized Rep. and Address		Contact No		
Received By:				
Received Date:		Status:	Complete	
			Incomplete	
Remarks:		Returned Date:		
Documentary Requirements:		YES	NO	NAP
1. Copy of certification from SEC, DTI, CDA, DOLE, whichever is applicable				
2. Copy of Valid NBI and or Police clearance of the owner, partner, officers of the Sponsor/Organizer				
3. Proof of net worth amounting to Php 500, 000.00 or paid up capital of Php 2, 000,000.00				
4. Copy of appropriate licenses of Participating Entities				
5. * Proposed list of Participating Entities				
6. * List of job vacancies for local employment and approved Job Orders for overseas employment				
7. Location map with the proposed Job Fair Venue Layout				
8. * Register with Phil-JobNet				
PESO Evaluation and Endorsement				
<p>We have received, recorded and checked the submitted Job Fair Application Form and have verified that the applicant/s have fully complied with all the documentary requirements set by the Department of Labor and Employment with regards to the conduct of Job Fair.</p> <p>Further, we have checked our schedules and found no conflict thereat.</p> <p>In view of this, I, as head of this unit, hereby formally endorse this Application together with our skills registry list for your favorable approval.</p> <p>Note: * Requirements must be completed before the issuance of the permit</p>				
<p>_____</p> <p>PESO Manager</p>				

For PESO use only