



INFORMATION SHEET

for Consolidated Shipments of "Balikbayan Boxes"
Revised BOC Form No. BB-IS-001

To be filled out by the consolidator

MBL/MAWB Number: _____
Tracking Number: _____

INSTRUCTIONS : To avoid delays in the processing and release of your Balikbayan Boxes, please fill out All fields below. Please type or print legibly in capital letters.

HOW MANY COPIES OF THE INFORMATION SHEET DO I NEED PER BOX? You need 3 copies of the Information Sheet **per box**. The 1st copy is attached to the box; the 2nd copy is given to the Consolidator; and the 3rd copy is your copy as the Sender.

WHO CAN SEND BALIKBAYAN BOXES¹ TO THE PHILIPPINES? Anyone can send Balikbayan Boxes to the Philippines, even Corporations, Partnerships and Sole Proprietors. But only a Qualified Filipino While Abroad¹ can avail of the tax and duty-free privilege of balikbayan boxes under Section 800 (g) of the Customs Modernization and Tariff Act (CMTA).

WHO ARE QUALIFIED FILIPINO CITIZENS WHILE ABROAD²? They are Resident Filipinos³, Non-Resident Filipinos⁴ and Overseas Filipino Workers⁵.

WHAT IS THE SECTION 800 (G) PRIVILEGE UNDER THE CMTA OR THE BALIKBAYAN BOX PRIVILEGE? This is the privilege given to a Qualified Filipino Citizen While Abroad to send Balikbayan Boxes to a Family Member or Relative⁶, tax and duty free.

HOW MANY TIMES CAN I SEND BALIKBAYAN BOXES? There is no limit *unless* you will avail of the Balikbayan Box Privilege.

HOW MANY TIMES CAN I AVAIL THE BALIKBAYAN BOX PRIVILEGE? A Qualified Filipino While Abroad¹ can avail of the balikbayan box privilege up to 3 times or up to 3 shipments in a calendar year⁷. The total amount of all the shipments should not be more than Php 150,000.00 in a calendar year.

HOW MANY BALIKBAYAN BOXES CAN I SEND IN 1 SHIPMENT IF I WILL AVAIL OF THE BALIKBAYAN BOX PRIVILEGE? There is no limit to the number of Balikbayan Boxes that you can send per shipment but the size of the boxes must be no bigger than .20 cbm (about the size of an XL box) and the total value should not be more than Php 150,000.00 in a calendar year.

WHAT CAN I PUT IN MY BALIKBAYAN BOX IF I WANT TO AVAIL OF THE BALIKBAYAN BOX PRIVILEGE? You can only send household effects⁸ and personal effects⁹. You cannot send items which are in commercial quantities¹⁰ (a good rule of thumb is not more than 20 items of each kind for consummable goods and not more than 5 items of each kind for non-consummable goods), or send items which are for sale, barter or hire, or those which are prohibited¹¹ or restricted¹². Importations of up to 2 litres (2000 ml) of wine and liquor, 2 reams of cigarettes and 50 sticks of cigars shall be subject to payment of excise tax only. Any excess is subject to duty, VAT and excise tax.

WHAT HAPPENS IF I DECLARE THAT I WANT TO AVAIL OF THE BALIKBAYAN BOX EXCEED THE ALLOWED QUANTITIES OR VALUES? Anything in excess of the allowable quantity, amount or frequency shall be subject to duties and taxes, and civil and criminal liabilities, if any.

WHAT IF THE VALUE OF MY SHIPMENT IS LESS THAN PHP10,000.00? You can avail of the De Minimis privilege and you don't need to be a Qualified Filipino While Abroad but you must have only 1 consignee or recipient. An invoice or equivalent document is required for immediate release of shipments sent by or to be received by a Corporation, Partnership or Sole Proprietorship. Even if you are a Qualified Filipino While Abroad a De Minimis Value¹³ shipment shall not be counted as an availment under the Balikbayan Box privilege.

INSTRUCTIONS : You must check one type of availment only. You may only avail of the Balikbayan Box Privilege, if you are a Qualified Filipino While Abroad.

TYPE OF AVAILMENT¹⁴

- Balikbayan Box privilege
 - 1st Time
 - 2nd Time
 - 3rd Time
- De Minimis Value
- None

TYPE OF SENDER

- Qualified Filipinos While Abroad (QFWA)
 - OFW
 - Resident Filipino
 - Non-Resident Filipino
- Non-Qualified Filipinos While Abroad (NQFWA)
 - Individual
 - Sole Prop. (DTI)
 - Partnership
 - Corporation

A. SENDER INFORMATION

Business Name (Only for Sole Prop., Partnership, Corporation)

Family Name*	Given Name*	Middle Name*	Suffix*
Contact Number/s:*		Email Address, if any:	
Philippine Passport Number: (For QFWAs Only)*		Date Issued (mm/dd/yyyy): (For QFWAs Only)*	
Expiry Date (mm/dd/yyyy): (For QFWAs Only)*		Place Issued: (For QFWAs Only)*	
Complete Current Address Abroad:*		Complete Address in the Philippines:*	
Total Value of all Contents of each Balikbayan Box for this shipment (in Philippine Peso):*			

WARNING: Offenses that may result to the forfeiture of the goods, including imposition of penalties and criminal prosecution of the offender:
 1. Sending of PROHIBITED or RESTRICTED GOODS;
 2. Sending of REGULATED¹⁵ GOODS in excess of the allowable limits without the necessary import permit;
 3. Making of any false or misleading statements to a Customs Officer.

To be filled out by the consolidator

MBL/MAWB Number: _____
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B. PHILIPPINE-BASED RECIPIENT

Family Name:*	Given Name:*	Middle Name:*	Suffix*
Contact Number/s:*		Email Address, if any:	
Complete Philippine Address:*			
Relationship to Sender (by affinity or consanguinity): (Check one (1) box only)			
<input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Parent <input type="checkbox"/> Sibling <input type="checkbox"/> Sibling of Parent <input type="checkbox"/> 1st Cousin <input type="checkbox"/> Niece/Nephew <input type="checkbox"/> Grandparent <input type="checkbox"/> Sibling of Grandparent <input type="checkbox"/> Grand Niece/Nephew <input type="checkbox"/> Grandchild <input type="checkbox"/> Great Grandchild <input type="checkbox"/> Great Grandparent			

C. ITEMIZED DESCRIPTION OF GOODS*

(Please declare separately new and old goods. Use additional sheets if necessary and each additional sheet should also be signed by the Sender) Box ____ of ____

Quantity	Unit of Measure ¹⁶	Goods Description	Please mark <input checked="" type="checkbox"/>		Actual or Estimated Value (Philippine Peso)
			New	Used	
6	Pieces	T-Shirts	<input checked="" type="checkbox"/>		1200
6	Pieces	T-Shirts		<input checked="" type="checkbox"/>	300
8	Cans	Luncheon Meat			200
1	Unit	Blender		<input checked="" type="checkbox"/>	500
TOTAL VALUE					Php

Declaration
 I declare, under the penalties of falsification, that this Information Sheet has been made in good faith and to the best of my knowledge and belief, is true and correct pursuant to the provisions of the Customs Modernization and Tariff Act of the Philippines and its implementing rules and regulations.

Sender Signature over Printed Name
 Date Accomplished: __/__/____
mm dd yyyy