

**CHECKLIST OF REQUIREMENTS FOR THE ISSUANCE OF
CERTIFICATE OF PRODUCT REGISTRATION (COPR)**

NEW APPLICATION

1. Duly Accomplished Application Form
2. Copy of Permit to Operate
3. Copy of Operator's Manual of the Machine.
4. Original / Authenticated Copy of TR and its addendum and erratum
5. Any document indicating the source of the prime mover

RENEWAL

1. Duly Accomplished Application Form
2. Original / Authenticated Copy of TR and its addendum and erratum
3. Copy of Operator's Manual of the Machine (if updated)

**ADDITIONAL REQUIREMENTS FOR APPLICANTS (NEW AND RENEWAL)
REPRESENTED BY ITS AUTHORIZED REPRESENTATIVE:**

- a. Any Government Issued Identification Card
- b. Special Power, Attorney/Board Resolution/Secretary Certificate or Authorization Letter