



Attach one (1)  
colored 2 x 2 photo  
with white  
background

## 2024 PRESS ACCREDITATION FORM

FOREIGN MEDIA     FOCAP     VISITING JOURNALIST     RENEWAL

### PERSONAL DATA

Name \_\_\_\_\_ Birth Date \_\_\_\_\_ Gender  Male  Female

Birth Place \_\_\_\_\_ Citizenship \_\_\_\_\_ Status  Single  Separated/Divorced  Married, Spouse name \_\_\_\_\_

Mobile Phone No. \_\_\_\_\_ E-mail Address: \_\_\_\_\_ Designation/Position in agency (indicate if freelance) \_\_\_\_\_

Height (ft/m) \_\_\_\_\_ Weight (lb/k) \_\_\_\_\_ Home/Hotel Address in the Philippines \_\_\_\_\_

Passport No. \_\_\_\_\_ Issued at \_\_\_\_\_ Issued on \_\_\_\_\_ Expiry date \_\_\_\_\_ Visa No./Status \_\_\_\_\_ Length of stay \_\_\_\_\_

Expected places to visit in the Philippines: \_\_\_\_\_

### COMPANY DETAILS

Media Agency \_\_\_\_\_ Name of Head of Office \_\_\_\_\_ Designation/Position in agency (indicate if freelance) \_\_\_\_\_

Office Address \_\_\_\_\_ Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Please check type of media organization you represent

- Newspaper     Magazine     Radio     Documentary
- News Agency     Television     Photo Agency     Others (Specify) \_\_\_\_\_

In case of freelance journalist and correspondent who submit stories or photographs to more than one publication, please list Media entities you are a frequent contributor. \_\_\_\_\_

Contact person in case you are out of town \_\_\_\_\_ Mobile/Telephone No. \_\_\_\_\_

### ACCREDITATION REQUIREMENTS

1. Accreditation forms properly filled up.
2. Letter of request from respective agencies
3. 1pc. 2 x 2 colored picture with white background
4. Copy of contract of employment (for local hire)
5. Photo copy of passport (pages 1 & 2)
6. Letter / Endorsement from the country embassy in the Philippines
7. Confirmed Flight Itinerary

*\*Each accreditation is valid for 30 days. In cases of extensions, applicants with valid accreditation for at least one (1) week, may apply for an extension and only requirements Nos. 1 and 2 shall be submitted to IPC specifying the purpose and scope of the requested extension. Otherwise, such application shall be considered as a new one.*

Note:  
ID's not claimed within two months after approval will no longer be released

### ADDITIONAL REQUIREMENTS FOR NEW APPLICANT AND FREELANCER

- a) 3 to 5 bylined photos/articles (published not later than 3 mos.)
- b) Three (3) consecutive issues of newspaper or magazine (for news publications not later than 3 mos.)

### For Inquiry/s or Clarifications

IPC@NIB.GOV.PH    Tel: +63 285265329

I hereby certify all above information are true and correct

Signature of applicant

(Should be same as the signature in the applicant's passport)

Date of application : \_\_\_\_\_

Media     Media Services

2024 Control Number : \_\_\_\_\_

Date Issued : \_\_\_\_\_

Expiry Date : \_\_\_\_\_