



Attach one (1) colored 2x2
photo with white
background

MEDIA ACCREDITATION AND RELATIONS DIVISION
International Press Center

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. Confirmed Flight Itinerary (Optional)

**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 : _____