

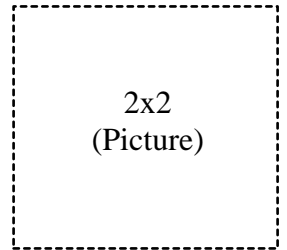


**PHILIPPINE NATIONAL POLICE  
HEADQUARTERS SUPPORT SERVICE  
Camp Crame, Quezon City**



CONTROL No. \_\_\_\_\_

**APPLICATION FORM FOR VEHICLE STICKER/PASSCARD  
(For Year 2018)**



**1. PERSONAL DATA OF APPLICANT**

Name: \_\_\_\_\_  
(LAST) (FIRST) (MI) (Rank for Type A)

Residence Address: \_\_\_\_\_ Tel #: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ CP/Mobile #: \_\_\_\_\_

Designation/Office: \_\_\_\_\_

Office Address: \_\_\_\_\_ Tel #: \_\_\_\_\_

Driver's License #: \_\_\_\_\_

**2. VEHICLE DATA**

NR	Vehicle/Make	Plate Number/ Conduction Sticker	Year Model	Color	Motor Number	Chassis Number
1						
2						
3						
4						
5						

**3. ATTACHMENTS: (Please see instruction at the back)**

**4. CATEGORY/TYPE OF DECAL: (To be filled up by Approving Authority)**

- \_\_\_\_\_ Type A (Passcard)
- a. Registered to active PNP personnel
  - b. Staff vehicles registered to the PNP
  - c. Motorcycle (Blue Sticker)
- \_\_\_\_\_ Type B (Red Decal)
- a. Registered to Retired PNP personnel
  - b. Registered to Non-Uniformed personnel
  - c. Motorcycle (Red Sticker)
- \_\_\_\_\_ Type C (Yellow Decal)
- a. Civilian sponsored by active PCO
  - b. Motorcycle (Yellow Sticker)

**To be filled up by IID, HSS:  
Attachments:**

- One 2x2 ID picture
- Photocopy of OR
- Photocopy of CR
- Photocopy of Driver's License
- Photocopy of PNP ID (For Type "A" & "B")

Verified by: \_\_\_\_\_

**AFFIDAVIT OF UNDERTAKING**

I \_\_\_\_\_, of legal age, residing at \_\_\_\_\_  
after having duly sworn to in accordance with law, do hereby depose and state;  
I am an applicant for NHQ-PNP decal/passcard;  
All documents I have submitted to support my application for decal/passcard are machine  
copies from original documents;  
I shall abide by all Camp Rules and Regulations pertaining to operation and routing of  
vehicles, speed limits and parking, Presidential Decree 96 and the Land Transportation Code while  
inside the Camp; and  
I shall surrender the decal/passcard to HSS upon sale or transfer of my vehicle.

Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

**CERTIFICATION OF SPONSOR/ENDORSER  
(For Type C Applicants only)**

*I hereby certify that the applicant has no criminal record and of good moral standing.*

**APPROVED/DISAPPROVED**

\_\_\_\_\_  
Approving Authority

Signature \_\_\_\_\_  
Printed Name \_\_\_\_\_  
Rank \_\_\_\_\_  
Position \_\_\_\_\_  
Office \_\_\_\_\_  
Tel. # \_\_\_\_\_

**Claim Stub**

Category: \_\_\_\_\_  
Received by: \_\_\_\_\_  
Control #: \_\_\_\_\_

Date Filed: \_\_\_\_\_  
Date of Release: \_\_\_\_\_  
Time of Release: \_\_\_\_\_

## INSTRUCTIONS

1. Fill up application form properly to avoid delays.
2. Submit to respective Admin/Security Officers the duly accomplished application form with the following attachments
  - a) Photocopy Official Receipt (OR);
  - b) Photocopy of Certificate of Registration (CR);
  - c) Photocopy Deed of Sale, if not yet transferred in the name of the applicant;
  - d) Certification from the registered owner authorizing the applicant to use the vehicle of the former (for vehicle/motorcycle under the name of the company/business entity);
  - e) One 2x2 picture each of the registered owner and authorized driver;
  - f) Photocopy of valid ID or Driver's license (for civilian); and
  - g) Photocopy of PNP ID (For Type "A" and "B").
3. Application forms shall be endorsed by respective Admin/Security Officers.
4. Liaison Officer to submit the accomplished form to IID, HSS for issuance of Order Slip. The Official Receipt shall be submitted to IID upon payment.
5. Authorized representative to pick-up the passcard/decals on the day indicated in the claim stub.
6. Civilian (Type "C") applicant must be sponsored/endorsed by an active Police Commissioned Officer (PCO). (Attach photocopy of sponsor's/endorser's PNP ID)
7. Vehicle Access Passcard/ Decal is not an exemption from security inspection imposed by security personnel of the camp.
8. Passcard/Decals access are valid only for one year.
9. Passcard/Decals access are only authorized on the following schedule:

Gates 1 & 3:	5:00 AM to 8:00 PM (Monday to Friday)
Gate 2:	24 hours a day

10. Cost:

Type A (Passcard)	-	Php200.00
Type B (Sticker)	-	Php250.00
Type C (Sticker)	-	Php200.00
Motorcycle (Sticker)	-	Php150.00