



Energy Utilization Management Bureau  
Quality Management System

NOTICE OF APPLICATION  
FOR RECOGNITION  
(ANNEX A)

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(Company logo)

DEPARTMENT OF ENERGY  
Energy Center, Rizal Drive,  
Bonifacio Global City, Taguig City,  
Philippines 1632

Attention: DIRECTOR  
Energy Utilization Management Bureau (EUMB)  
Department of Energy  
Tel. No: (02) 8840-2289  
Email: doe.eumb@gmail.com

Dear Sir/Madam:

The **<Name of entity/company/organization>**, located at **<Address>**, would like to notify and request to the Department of Energy (DOE) the recognition of our vehicle/s for sale as electric vehicle:

Vehicle Model	Electric Vehicle (EV) Type (i.e., HEV, PHEV, BEV)
<i>Include additional rows as necessary.</i>	

Also, we have attached and duly accomplished the Electric Vehicle Specification Form (Annex B) of the Department Circular No. XXXX-XX-XXXX.

Thank you.

Very truly yours,

**(Authorized Representative)**  
(Designation)  
(Company Name)