



R-1

REV. 01-2001

Republic of the Philippines
**SOCIAL SECURITY SYSTEM
EMPLOYER REGISTRATION**

(Please Read Instructions and
Print All information in Blank Ink)

EMPLOYER ID NUMBER

NAME OF EMPLOYER

BUSINESS ADDRESS
NO. & STREET

BARANGAY

TOWN/DISTRICT

CITY/PROVINCE

POSTAL CODE

NATURE OF BUSINESS

START OF OPERATION

Month | Day | Year

NO. OF EMPLOYEES

TAXPAYER ID NO.

TELEPHONE NO. (indicate area code)

E-MAIL ADDRESS

FAX NO.

LEGAL PERSONALITY

- SINGLE PROPRIETORSHIP
- PARTNERSHIP

- CORPORATION
- COOPERATIVE

- NON-STOCK/NON-PROFIT CORPORATION

I CERTIFY THAT THE ABOVE INFORMATION ARE TRUE

Printed Name

Signature

Official Designation

Date

FOR SSS USE

BUSINESS CODE

RECEIVED BY/DATE:

PROCESSED BY/DATE:

Signature Over Printed Name

APPROVED BY/DATE:

Signature Over Printed Name

INSTRUCTIONS

1. Fill up this form in two (2) copies with SS Form R-1A and submit both to the nearest SSS office.
2. Submit the accomplished forms with supporting documents duly signed by the corresponding officer.

<i><u>Legal Personality</u></i>	<i><u>Required Documents</u></i>	<i><u>Authorized Signatories</u></i>
2.1 Single Proprietorship	None	Owner
2.2 Partnership	Articles of Partnership	Any of the Partners
2.3 Corporation	Articles of Incorporation	President or any of the corporate officers
2.4 Cooperative	Certificate of Registration issued by CDA	Chairman or any of the officers
2.5 Non-stock/ Non-profit Corporation	SEC Registration/ Certificate of Affiliation	President/Chairman or any of the officers