

BUREAU OF MUSLIM CULTURAL AFFAIRS

#79 Jocfer Annex Bldg., Commonwealth Avenue, Quezon City

BMCA.CIDD.F.16 (APPLICATION FORM & CHECKLIST OF REQUIREMENTS FOR REGISTRATION OF MOSQUE/CULTURAL CENTER)

Control No. : _____

Date of Filing: _____

I. Identification

1. Name of Mosque/Cultural Center: _____

2. Address: _____

3. Administrator/Imam: _____

4. Contact No. _____

Email Add.: _____

5. S.E.C. Reg. No., if any: _____

Date of Issuance: _____

II. Data on Mosque/Cultural Center

1. Type of Mosque/Cultural Center: (Please Check)

_____ Government

_____ NGO/PO

_____ (Others, Pls. Specify)

2. Focus of Mosque/Cultural Center: (Please Check)

_____ Youth

_____ Inclusive of ages

_____ (Others, Pls. Specify)

III. Primary objective and/or activities of the Mosque/Cultural Center

I HEREBY CERTIFY that the above-mentioned statements are true and correct to the best of my knowledge.

(Signature Over Printed Name)
Evaluator

(Signature Over Printed Name)
Applicant

Recommendation: Approve Disapprove For Compliance

Remarks: _____

Date: _____

Reviewed by:

(Signature Over Printed Name)
Chief, CID Division

CHECKLISTS OF REQUIREMENTS

1. [] Request Letter from the Mosque Administrator/Imam;
2. [] Photocopy of SEC Registration, Article of Incorporation & By-Laws;
3. [] List of Officers & Members or Jama'ah;
4. [] Barangay Certification as to the existence of the Mosque/Cultural Center;
5. [] Mayor's permit, if any;
6. [] Pictures of the Mosque/Cultural Center, Office Building, structures and other related photos;
7. [] Report of ocular inspection by NCMF Field Office, if necessary for validation;
8. [] Endorsement from NCMF Regional or Provincial Office where the Mosque/Cultural Center is located; and
9. [] Application Form duly accomplished by the Mosque Administrator/Imam or Authorized representative.