



Republic of the Philippines
NATIONAL POLICE COMMISSION
 NATIONAL HEADQUARTERS PHILIPPINE NATIONAL POLICE
 Camp Crame, Quezon City



Supplemental Options on the Requirements to Simplify the Application for License to Own and Possess Firearm (LTOPF)

EXISTING LTOPF REQUIREMENTS BASED ON IRR OF RA 10591	SUPPLEMENTAL OPTIONS ON LTOPF REQUIREMENTS
1. 3 copies Application Forms	1. 2 copies Application Form
2. MTC and RTC Clearance	2. MTC and RTC Clearance or NBI or National Police Clearance
3. DI Clearance	3. DI Clearance or City or Municipal Police Clearance
4. NP Clearance from PNP Health Service	4. NP Clearance from PNP Health Service (HS) or any of the following: a. NP Clearance from DOH Accredited Government Hospitals; or b. For AFP & PNP, PNP HS validated NP result may be acknowledge. <i>NOTE: Establish courtesy lane for govt employees/officials/Senior Citizens</i>
5. Drug Test Result from PNP Crime Lab	5. Drug Test Result from PNP Crime Laboratory (CL) or accredited drug testing centers in areas where there are no PNP CL.
6. NSO Birth Certificate only	6. NSO Birth Certificate or any of the following: a. Passport; or b. DFA Certificate of Filipino Citizenship; or c. Oath of Allegiance/Certificate of Registration from BID for Dual Citizens; or d. Birth Certificate from the Local Civil Registry
7. Certificate of Gun Safety and Responsible Gun Ownership Seminar administered by the PNP	7. Certificate of Gun Safety and Responsible Gun Ownership Seminar administered by the PNP or any of the following: a. PNP Registered and Authorized Gun Clubs; or b. Certification from PNP HRDD for active PNP personnel; or c. Authenticated copy of Retirement Order for PNP and AFP retirees; or d. Certification from the Head of Unit/Office of the AFP and other Law Enforcement Agencies indicating that said applicant who is an organic member of their respective Units/Offices had undergone Gun Safety Training/Seminar <i>NOTE: All the above documents mentioned still requires the validation from EEMD, FEO</i>
8. Proof of billing	8. Proof of billing in the name of the applicant or any of the following: a. Proof of Billing in the name of the spouse coupled with Marriage Contract; or b. Barangay Clearance for LTOPF purpose
9. Two (2) Valid Government IDs	9. One (1) Valid Government ID
10. Proof of Income Businessman 1. ITR/Business Permit/SEC/DTI Private Employee/OFW 2. ITR/Certificate of Employment/ 3. Company ID Active Gov't Emp/Gov't Official/elected Official - Govt ID or Oath of Office Retired Private/ GovtEmp/ Elected Official - Retirement Order or appropriate document Military Reservist J9 Clearance PNP/AFP & other Law Enforcement Agency (LEA) Appointment Order/Duty Status with pay slip/ITR	10. Proof of Income - any of the following: a. Pay Slip; or b. Income Tax Return (ITR); or c. W2 for government or 2316 Form for Civilian; or d. Certificate of Pension; or e. Bank Certificate of Deposit; or f. Land Title or Certification from Brgy. Chairman & COP for proof of livelihood (for farmers only); or g. Other documents that may prove source of income

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Additional Requirements:
 - 6 pcs. 2x2 pictures

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