

SEC DAVAO EXTENSION OFFICE

NOTICE

Subject: SEC DAVAO DOCUMENT REQUESTS WILL BE ONLINE STARTING APRIL 2025

The SEC Davao Extension Office informs the public that, starting **April 1, 2025**, all SEC document requests must be made online via <https://secexpress.ph/>.

There is no need to visit the SEC Davao office for plain or authenticated copies.

Documents will be delivered within 7 to 10 working days from their release by the SEC.

The following documents can be requested online:

- Articles of Incorporation/Partnership (Original and Amended)
- By-laws (Original and Amended)
- General Information Sheet (GIS)
- Audited Financial Statement (AFS/FS)
- Application for Increase/Decrease of Capital Stock
- Other company-related documents

For everyone's information and guidance.