



**PHILIPPINE CONSULATE GENERAL  
(LABOR OFFICE)  
TORONTO**

**(For Employers based in Ontario, Quebec, Manitoba, Saskatchewan, Nova Scotia, New Brunswick, Newfoundland and Labrador,  
Prince Edward Island, Nunavut)**

**APPLICATION FOR VERIFICATION/AUTHENTICATION BY MAIL  
(For Worker(s) Other than Caregivers)**

EMPLOYER'S NAME:	
COMPANY NAME (IF APPLICABLE):	
WORKER'S NAME/S	WORKSITE/DESTINATION
REQUIREMENTS: (check corresponding box of documents included in the mail – in 2 copies)	
<input type="checkbox"/>	1. Valid Labor Market Impact Assessment formerly Labor Market Opinion including Annex and Annex B
<input type="checkbox"/>	2. Individual Employment Contract or Master Employment Contract signed on all pages
<input type="checkbox"/>	3. Addendum to the Employment Contract (signed in <b>blue</b> ink by the employer)
<input type="checkbox"/>	4. Copy of valid visa
<input type="checkbox"/>	5. Copy of ID of employer and Third Party Representative (any gov't. issued ID w/ picture & signature)
<input type="checkbox"/>	6. Notarized Special Power of Attorney (SPA) by Employer and by Third Party Representative
<input type="checkbox"/>	7. Notarized Board or Company Resolution
<input type="checkbox"/>	8. Manpower Request or Job Order (by Employer and Third Party Representative)
<input type="checkbox"/>	9. Saskatchewan Immigrant Nominee Program (for Provincial Nominee)
<input type="checkbox"/>	10. Certificate of Registration for employers from Saskatchewan/Manitoba
<input type="checkbox"/>	11. Certified true copy from the original Business or Commercial Registration
<input type="checkbox"/>	12. License of the Third Party Representative
<input type="checkbox"/>	13. Canada Post Pre-paid Expresspost Envelope
<input type="checkbox"/>	14. Postal Money Order or Bank Draft payable to Philippine Overseas Labor Office for documents with corresponding fees: CAD\$11.50 or US\$10.00 for Individual Employment Contract; CAD\$34.50 or US\$30.00 for Master Employment Contract; CAD\$11.50 or US\$10.00 for SPA; CAD\$11.50 or US\$10.00 for Manpower Request; CAD\$11.50 or US\$10.00 for Business License)
<input type="checkbox"/>	15. Postal Money Order or Bank Draft payable to Philippine Consulate General for documents with corresponding fees: CAD\$33.75 each for Employment Contract/Master Employment Contract; SPA; Manpower Request; Business License
I will not hold the Philippine Overseas Labor Office accountable for the bank draft/postal money order intended for the Philippine Consulate General for the payment of authentication.	
_____	_____
Date	Signature