



Republic of the Philippines
CITY ARCHIVES AND RECORDS OFFICE
 City of Davao



OFFICE ACCOUNT APPLICATION FORM		
<i>Note: This application Form is for your OFFICE ACCOUNT to be used by an authorized personnel/s and not for INDIVIDUAL ACCOUNT.</i>		
Application Number: _____ - _____ <i>*For CARO Personnel Only (leave it blank)</i>		
NAME OF OFFICE:		
E-MAIL ADDRESS:		
OFFICE CONTACT NUMBER:		
OFFICE LOGO: <i>*Please submit softcopy (.jpg file) to CARO email at caro@davaocity.gov.ph</i>		
<u>AUTHORIZED OPERATOR/S</u>		
NUMBER OF AUTHORIZED OPERATORS: <i>*Maximum of three</i>		
OPERATOR 1: _____ <i>Full Name</i>	PLANTILLA <input type="checkbox"/>	JO/COS <input type="checkbox"/>
OPERATOR 2: _____ <i>Full Name</i>	PLANTILLA <input type="checkbox"/>	JO/COS <input type="checkbox"/>
OPERATOR 3: _____ <i>Full Name</i>	PLANTILLA <input type="checkbox"/>	JO/COS <input type="checkbox"/>
Requested by: _____ Name and Signature	Approved: _____ Head of Office Name and Signature	
<small>Please be assured that the City Government of Davao is committed on ensuring the confidentiality of your information under Republic Act No. 10173 also known as the "Philippine Data Privacy Act of 2012", and will exert reasonable effort to protect against unauthorized use or disclosure.</small>		

