



September 17, 2020

Dear Sir/Madam:

Congratulations. We are glad to inform you that you passed the nationwide Online Certified Tax Technician (CTT) Examination given last **August 23, 2020**.

You are now eligible to become a member of the Philippine Association of Certified Tax Technicians (PACTT), Inc.

In registering yourself with the association (**from October 15 to December 15, 2020 only**), kindly observe the following procedure/instructions:

1. Accomplish the Membership Application Form (MAF) CTT Form 02. The form is downloadable from our website ([www.philtaxtech.com](http://www.philtaxtech.com)).  
In case you register after the given period, you shall be subject to a **fine of P500**. Moreover, your privilege to register as member shall be forfeited after **December 31, 2021**.
2. Pay the membership fee of P700 thru our GCASH # 0995 674 5519, Name: Omar Erasmo Ampongan. Upon deposit of the membership fee, please send thru email the scanned copy of proof of payment with your name written in it (together with the MAF and photo) to [pacttspeven@gmail.com](mailto:pacttspeven@gmail.com).

In your email message, kindly use the subject **“CTT ONLINE EXAM, August 2020.”**

In case you are willing to acquire International Certification from Royal Institution Singapore (RIS) (this is optional), the total Certification Fee to be paid shall be:

Applicant	PACTT	Royal Institution Singapore	Amount to be paid	Additional Requirements
NON-CPA	P 700	P 900 (Tax Assistant)	<u>P 1,600</u>	
CPA	700	1,200 (Tax Specialist)	<u>1,900</u>	Transcript of Record & one (1) page Resume

We will not entertain separate registration dates for PACTT and RIS.

3. Kindly send to us a separate file of your scanned photo (with your name) in order to have a clearer image in your Certificate of Membership and Identification Card.
4. Wait for your Rating, Identification Card, laptop case and Certificate/s. This may take two (2) to four (4) months from sending of your application with us. The processing of applications will be done on a “first-come, first-served basis.”
5. If your place cannot be reached by the courier, we shall communicate with you thru mobile phone. Please make a prompt reply.
6. Your membership with PACTT is renewable every five (5) years and will entitle you to attend our seminars at a minimal fee (to cover the cost of materials, venue and clerical expenses) anywhere in the Philippines in order to upgrade and continuously update your knowledge in taxation.

Your attendance in at least two (2) seminars (sponsored by the association) within the five (5)-year period is a requirement in the renewal of your membership.

You shall also be entitled to other benefits that will be provided by the association.

We wish you all the best for your future career. I hope you keep succeeding with such flying colors.

Very truly yours,

**PHILIPPINE ASSOCIATION OF CERTIFIED TAX TECHNICIANS (PACTT), INC.**

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✉ [pacttspeven@gmail.com](mailto:pacttspeven@gmail.com)



Certified Tax Technician  
[www.philtaxtech.com](http://www.philtaxtech.com)