

**[MTRCB MEMORANDUM CIRCULAR NO. 07-04,
May 19, 2004]**

MAILING OF CERTIFICATES OF REGISTRATION

In view of the Agency's budgetary allotment shortages, certain economy measures were adopted to rationalize and prioritize expenditures, resulting in budget cuts for mailing, among others.

For this reason, we advice MTRCB registrants, particularly theaters and cable television networks operating in the provinces, to pickup their Certificates of Registration from our Office, as we can no longer mail them. Or, for us to mail your Certificates of Registration, please submit to this Office a stamped, self-addressed envelope. However, we discourage concerned parties the giving of cash to any of our personnel for the purpose.

Please be guided accordingly.

Adopted: 19 May 2004

(SGD.) MA. CONSOLIZA P. LAGUARDIA
Chairman



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