

UPDATING OF COMPANY FILES

Read online (full-text search, related cases, audio case brief): <https://batas.org/library/ad9a45c064f8/>

For the purpose of further improving its consular services particularly the processing of passports and visas of Saudi nationals and company owners, the Embassy of Saudi Arabia requires all concerned agencies to submit by 20 March 2005 updated information on the following:

1. Name of company, complete address, telephone, fax numbers, and the e-mail address.
2. Name of the company owner and a photocopy of valid company license. The original copy of the license should be presented in order to validate the photocopy accordingly.
3. The company representative must submit the following:

- Photo
- Copy of personal identification card
- Address
- Landline and mobile phone numbers
- Authorization letter stating that the company representative is authorized to transact business with the embassy. The authorization letter must be duly authenticated by the concerned Philippine authorities and the Embassy of Saudi Arabia.

NB: Only one (1) company representative is allowed. The above requirements are the same documents to be submitted when he is replaced.

4. Letter of undertaking from the company that it is fully responsible for the authenticity of all information submitted to the Embassy of Saudi Arabia and for any illegal act its representative may commit in its transactions.

All the above documents should be placed in a folder together with a diskette containing the required information and personally submitted to the Embassy of Saudi Arabia and sent to the Embassy's email address: emphemb@mofa.gov.sa.

The Embassy will suspend its transactions with any company which does not comply with the above requirements by March 20, 2005.

For the guidance of all concerned.

Adopted: 17 March 2005

(SGD.) ROSALINDA DIMAPILIS BALDOZ
Administrator

ABOUT BATAS.ORG

Study smarter at BATAS.org

The Philippine bar review and law-school companion built around how your brain actually remembers.

The complete Philippine law library - free for everyone.

More than 100,000 Supreme Court decisions, Republic Acts, and executive issuances - full-text searchable, browsable by category and year, and always free. No paywall, no login. This PDF came from it.

Audio case-brief lectures.

Any decision becomes a podcast-style lecture - facts, issues, ruling, and doctrine - with read-along highlighting and a hands-free presentation mode. Study while commuting, working out, or resting your eyes.

Bar review built on the science of memory.

Complete, sequenced courses for all eight bar subjects, narrated like podcasts and reinforced with retrieval practice and spaced review - the study techniques with the strongest evidence behind them.

The full law-school curriculum.

One subscription unlocks the entire J.D. curriculum - every subject, every lesson, with your progress tracked down to the paragraph so you can pick up exactly where you left off, on any device.

Mock exams that tell you where you stand.

Timed multiple-choice exams graded instantly, with per-subject score breakdowns and focus suggestions that point you at your weakest topics first.

A study planner that keeps you on pace.

Set your schedule and BATAS tells you every day whether you are on track for bar day - and exactly which lesson to take next.

Start free at <https://batas.org>

The law library is free forever - and your first lesson is one click away.

The text of this document is an official public record and remains in the public domain. Formatting, presentation, and compilation © 2026 batas.org.

Downloaded free from the batas.org Law Library. Share it freely - the library is free for every law student, bar reviewee, and practitioner.