



SHDA

SUBDIVISION AND HOUSING DEVELOPERS ASSOCIATION

NEWSLETTER

SECURITIES AND EXCHANGE COMMISSION



2024 FILING SCHEDULE | SUBMISSION OF ANNUAL FINANCIAL STATEMENTS, GENERAL INFORMATION SHEET, AND OTHER REPORTS

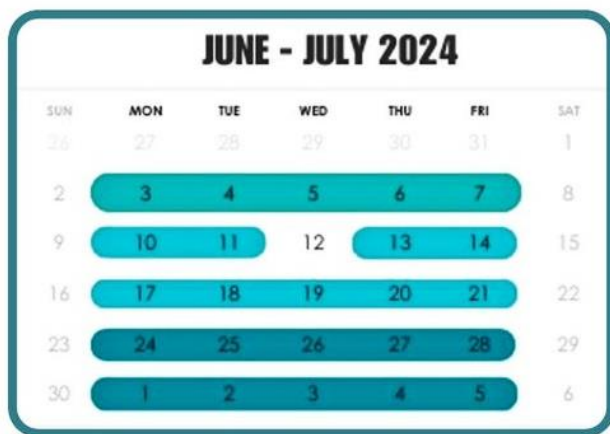
STARTING APRIL 29

THE NUMBER CODING SCHEME FOR THE SUBMISSION OF AFS WILL BEGIN. DOUBLE-CHECK YOUR SEC REGISTRATION OR LICENSE NUMBER AND TAKE NOTE OF THE DATES BELOW!

MAKE SURE TO SUBMIT ON TIME TO AVOID PENALTIES FOR LATE FILING. FOR THOSE WHO AVAILED OF THE SEC AMNESTY PROGRAM, DO NOT WASTE THE OPPORTUNITY TO RESTORE YOUR COMPANY TO GOOD STANDING..

ANNUAL FINANCIAL STATEMENTS (AFS)

All corporations, including branch offices, representative offices, regional headquarters and regional operating headquarters of foreign corporations, whose fiscal years ended on 31 December 2023, **shall file their AFS through eFAST, in accordance with the following schedule depending on the last numerical digit of their SEC registration or license numbers:**



| SUBMISSION DATES | Last Digit of SEC Registration/ License Number |
|---|--|
| April 29, 30 May 2, 3, 6, 7, 8, 9, 10 | 1 and 2 |
| May 13, 14, 15, 16, 17, 20, 21, 22, 23, 24 | 3 and 4 |
| May 27, 28, 29, 30, 31 | 5 and 6 |
| June 3, 4, 5, 6, 7 | 5 and 6 |
| June 10, 11, 13, 14, 17, 18, 19, 20, 21 | 7 and 8 |
| June 24, 25, 26, 27, 28 July 1, 2, 3, 4, 5 | 9 and 0 |

EXCEPTIONS TO THE ABOVE DATES

| COMPANY | SUBMISSION DATE |
|---|--|
| Those with fiscal years ending on a date other than 31 December 2023 | Within 120 calendar days from the end of their respective fiscal years |
| Brokers and dealers whose fiscal years end on December 31 | 30 April 2024 |
| Brokers and dealers whose fiscal years end on a date other than December 31 | Within 120 calendar days from the end of their respective fiscal years |
| Those whose securities are listed on the Philippine Stock Exchange (PSE), those whose securities are registered but not listed on the PSE, those considered as public companies, and other entities covered under Sec.17.2 of the SRC | Within 105 calendar days after the end of their respective fiscal years, as attachment to their Annual Reports |
| Those whose AFS are being audited by the Commission on Audit | *Provided that the following documents are attached to their AFS: 1. An affidavit signed by the President and Treasurer (or Chief Finance Officer, where applicable) attesting to the fact that the company timely provided the COA with the financial statements and supporting documents and that the audit of the COA has just been concluded; & 2. A letter from the COA confirming the information provided in the above affidavit. |

GENERAL INFORMATION SHEET (GIS)

ALL CORPORATIONS SHALL FILE WITH THE SEC, THROUGH EFAST, THEIR GIS WITHIN 30 CALENDAR DAYS FROM:

- For Stock Corporations, the date of actual annual stockholders' meeting
- For Nonstock Corporations, the date of actual annual members' meeting;
- For Foreign Corporations, the anniversary date of the issuance of their respective SEC licenses.
- For One Person Corporations (OPCs), the SEC Form for Appointment of Officers must be submitted within 15 days from the date of issuance of the Certificate of Incorporation or within 5 days from when the change was reflected. OPCs are not required to submit a General Information Sheet.