APPLICATION FORM FOR BUSINESS PERMIT

	TAX YEAR _							
100								
ONIZO ORIESTA	CITY OF MATI BIN:							
INSTRUCTIONS:								
 Provide accurate information and print legibly to avoid delays. Incomplete application form will be returned to the applicant. 								
2. Ensure that all documents attached to this form (if any) are complete and properly filled out.								
I. APPLICANT SECTION								
1. BASIC INFORMATION								
New Renewal	Mode of Payment	: Annually	Semi-Annually	Quarterly				
Additional Line of Business								
Date of Application: DTI/SEC/CDA Registration No.:								
TIN No.:	DTI/SEC/CDA Registration Date :							
Type of Business: Single	Partnership	Corporation	Cooperative					
Amendment: From Single	Partnership	Corporation	•					
To Single	Partnership	Corporation						
Are you enjoying tax incentive from an			ease specify the enti	ty?				
Name of Taxpayer / Registrant								
Last Name:	First Name:		Middle Name:	. —				
Date of Birth:	Civil Status:		Gender:M	ale Female				
Business Name:								
Trade name / Franchise: 2. OTHER INFORMATION								
Business Address:								
Dusiliess Addiess.								
Postal Code:		Email Address:						
Telephone No.:	Mobile No.:							
Owner's Address:		•						
Postal Code: Email Address:								
Telephone No.: Mobile No.:								
In case of emergency, provide name of	f contact person:	T = 11 - 11						
Telephone/ Mobile Number:	I No. of Employees in	Email Addre		iding within LCIII				
Business Area (in sq m.): Tota Note: Fill up Only if Business Place is	al No. of Employees in	Establishment:	No. of Employees Res	siding within LGU:				
Lessor's Full Name:	Renteu							
Lessor's Full Address:								
Lessor's Full Telephone/ Mobile No.:								
Lessor's Email Address:								
Monthly Rental:								
3. BUSINESS ACTIVITY								
Line of Business	No. of Units	Capitalization	Gross/Sales Receipts (for Renewal)					
Line of business	110: 01 011163	(for New Business)	Essential	Non-Essential				
I DECLARE UNDER PENALTY OF PERJURY that								
records submitted to the City of Mati. Any fals appropriate legal action against me and automa								
2012 and its implementing Rules and Regulat	ions) and account trans	action information or recor	ds with the City/Munici	pal Government may be				
processed, profiled or shared to requesting parties or for the purpose of any court, legal process, examination, inquiry and audit or investigation of any authority. Further, I agree to comply with the regulatory requirements and other deficiencies within 30 days from release of the permit.								
additionary reactions to comply with the regulatory requirements and other deficiencies within 30 days from release of the permit.								
	SIGN	ATURE OF APPLICANT/	TAXPAYER OVER PR	INTED NAME				
				_				
	POSITION / TITLE							

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II. LGU SECTION (Do Not Fill Up T					
1. VERIFICATION OF DOCUM					
Description		ffice/Agency	Yes	No	Not Needed
Community Tax Certificate/Business Cedula	City Treasurer's Office		1 33		11001100000
Barangay Clearance	Barangay where business is located				
Zoning Certificate	City Planning Development Office (CPDO)		 		+
Occupancy Permit	Office of the Building Officia		 		+
City Environment Certificate	City Environment and Natural		 		
Sanitary Environment Certificate	City Health Office (CHO)	nesources office (Citimo)		 	+
•					+
Valid Fire Safety Inspection Certificate	Bureau of Fire Protection (BFP)		 	 	
DSWD Certificate	City Social Welfare Development Office (CSWDO)		<u> </u>		<u> </u>
Market Clearance (For Stall Holders)	<u> </u>	Office of the City Market Administrator		<u> </u>	
Lease Contract	Lessor of Building/Space	Lessor of Building/Space		<u> </u>	
BIR Tax Returns/ Sworn declaration of Gross Sales (For Renewal)	Bureau of Internal Revenue/Notary Public		'		
Notarized Board Resolution/Secretary's			<u> </u>		
Certificate (For Corporation's Branch)			'		
Others					
V 'C JE DDI O		D anding A.			
Verified by: BPLO		Recommending Ap	provai:		
2. ASSESSMENT OF APPLIC	ABLE FEES				
Local Taxes	Amount Due	Penalty/Surcharge	,		Total
Gross Sales Tax	7 1111001110	1 Charty June 201			1014.
REGULATORY FEES AND CHARGES					
Mayor's Permit Fee		<u></u>			
Garbage Charges		_	$\overline{}$		
Delivery Trucks/Vans Permit Fee		_			
Sanitary Inspection Fee		_	$\overline{}$		
Building Inspection Fee					
Electrical Inspection Fee		_	$\overline{}$		
Mechanical Inspection Fee		+	$\overline{}$		
Plumbing Inspection Fee		_	$\overline{}$		
Signboard/Billboard Fee			-+		
Signboard/Billboard Renewal Fee			-+		
			-+		
Storage and Sale of Combustible / Flammable or Explosives Substance					
Others:			-+		
TOTAL FEES for LG	:11				
FIRE SAFETY INSPECTION FEE (15% or		+	-+		
minimum amount of P 500.00)					
Assessed by: CTO		FSIF Assessment Ap	proved	by: BFP	,
III. CITY/MUNICIPALITY FIRE STA	TION SECTION				
		ATE:			
APPLICATION NO.:	<i>-</i>	AIE.			
(to be filled up by APPLICANT/OWNER)					
(to be inica ap 5) ,	,				
Name of Applicant /Owner:			_		
Name of Business:			_		
Total Floor Area:	Contact No.:		_		
Address of Establishment:			_		
Signature of Applicant/Owner					
Certified by:					
Customer Relations Officer		FIRE SAFETY I	NSPECTIO	N	
Time and Date Received:		EEE ACCECCAA	CNIT.		

Important Notice: As per Section 12 of the Implementing Rules and Regulations of the Fire Code of 2008, certain establishments (e.g. building lessors, earthquake, and explosion hazard insurance companies, and vendors of firefighting equipment, appliance and devices) may be required to pay additional charges and fees other than Fire Safety Inspection Fees. These shall be collected during inspections, or in another process to be communicated by representatives of the Bureau of Fire Protections (BFP).