

REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE CITY/MUNICIPAL MAYOR

APPENDIX B  
DO NOT FILL-UP (NSO USE ONLY)

CITY/MUNICIPALITY

APPLICATION NO.

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PERMIT NO.

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**BUILDING PERMIT**

DATE OF APPLICATION

DATE ISSUED

ORIGINAL

RENEWAL

**BOX 1 (TO BE ACCOMPLISHED BY DESIGNING ARCHITECTURAL ENGINEER IN PRINT)**

<b>OWNER</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>M.I.</b>	<b>TAX ACCT. NO.</b>
<b>FOR CONSTRUCTION OWNED BY AN ENTERPRISE</b>	<b>FORM OF OWNERSHIP</b>	<b>MAIN ECONOMIC ACTIVITY/KIND OF BUSINESS</b>		
<b>ADDRESS</b>				<b>TEL. NO.</b>
<b>LOCATION OF CONSTRUCTION</b>				
<b>SCOPE OF WORK</b>	1. NEW CONSTRUCTION <input type="checkbox"/> 2. ADDITION OF _____ 3. REPAIR OF _____ 4. RENOVATION OF _____ 5. DEMOLITION OF _____		<b>OTHERS (SPECIFY)</b> 6 _____ OF _____ 7 _____ OF _____ NUMBER OF UNITS _____	
<b>USE OR TYPE OF OCCUPANCY</b>		<b>INDUSTRIAL</b>		
<b>RESIDENTIAL</b> 11. SINGLE 12. DUPLEX 13. ROWHOUSE/ACCESORIA 10. OTHERS (SPECIFY) _____		31. FACTORY/PLANT 32. REPAIR SHOP, MACHINE SHOP 33. REFINERY 34. PRINTING PRESS 35. WAREHOUSE 36. OTHERS (SPECIFY) _____		
<b>COMMERCIAL</b> 21. BANK 22. STORE 23. OFFICE CONDOMINIUM/BUSINESS OFFICE BUILDING 25. RESTAURANT, ETC. 26. SHOP ( e.g. DRESS SHOP, TAILORING SHOP, BARBER SHOP, ETC.) 27. GASOLINE STATION 28. MARKET 29. DORMITORY OR OTHER LODGING HOUSE 30. OTHERS (SPECIFY) _____		<b>INSTITUTIONAL</b> 41. SCHOOL 42. CHURCH AND OTHER RELIGIOUS STRUCTURES 43. HOSPITAL OR SIMILAR STRUCTURES 44. WELFARE AND CHARITABLE STRUCTURES 45. THEATER, AUDITORIUM, GYMNASIUM, COURT 40. OTHERS (SPECIFY) _____		
<b>OTHER TYPE OF OCCUPANCY</b> 60. SPECIFY _____		<b>AGRICULTURAL</b> 51 BARN(S), POULTRY HOUSE(S), ETC. 52 GRAIN MILL 50 OTHER (SPECIFY) _____		
STREET FURNITURE, LANDSCAPING & SIGNBOARDS 71 PARKS, PLAZAS, MONUMENTS, POOLS, PLANT BOXES, ETC. 72 SIDEWALKS, PROMENADES, TERRACES, LAMPPOSTS, ELECTRIC POLES, TELEPHONE POLES, ETC. 73 OUTDOOR ADS, SIGNBOARDS, ETC. 74 FENCE ENCLOSURE				

**BOX 2 (TO BE ACCOMPLISHED BY THE RECEIVING & RECORDING SECTION)**

<b>BUILDING DOCUMENTS (FIVE SET EACH)</b>	
SITE DEVELOPMENT AND LOCATION PLAN ARCHITECTURAL PLAN & SPECIFICATIONS STRUCTURAL DESIGN & COMPUTATIONS SANITARY/PLUMBING PLANS & SPECIFICATIONS ELECTRICAL PLANS & SPECIFICATIONS	MECHANICAL PLANS & SPECIFICATIONS LOGBOOK (1 COPY) OTHERS (SPECIFY) _____ _____ _____

**BOX 3 (TO BE ACCOMPLISHED BY THE BUILDING OFFICIAL)**

**ACTION TAKEN:**  
PERMIT IS HEREBY GRANTED SUBJECT TO THE FOLLOWING CONDITIONS:

- THAT THE PROPOSED CONSTRUCTION/ADDITION/REPAIR/RENOVATION/DEMOLITION/INSTALLATIONS, ETC. SHALL BE IN CONFORMITY WITH THE NATIONAL BUILDING CODE (P.D. 1096 AND ITS CORRESPONDING IMPLEMENTING RULES AND REGULATION
- THAT A DULY LICENSED ARCHITECTURAL/CIVIL ENGINEER HAS BEEN ENGAGED TO PREPARE PLANS AND SPECIFICATION AND TO UNDERTAKE THE SUPERVISION/INSPECTION OF THE CONSTRUCTION OF THE PROJECT.
- THAT A CERTIFICATE OF COMPLETION DULY SIGNED AND SEALED BY THE DESIGNING ARCHITECT/ENGINEER AND THE ARCHITECT/ENGINEER IN-CHARGE OF CONSTRUCTION SHALL BE SUBMITTED NOT LATER THAN SEVEN (7) DAYS AFTER COMPLETION OF THE CONSTRUCTION OF THE PROJECT.
- THAT A "CERTIFICATE OF OCCUPANCY" SHALL BE SECURED PRIOR TO ACTUAL OCCUPANCY OF THE BUILDING.

**NOTE:**  
THIS PERMIT MAY BE CANCELLED OR REVOKED PURSUANT TO SECTION 305 & 306 OF THE "NATIONAL BUILDING CODE"

To be accomplished in five copies, one each for: Applicant (original), Assessor, National Statistic Office, Building Official, Fire Department.

BOX 3 (TO BE ACCOMPLISHED BY THE SIGNER/ARCHITECTURAL/CIVIL ENGINEER IN PRINT)

<b>TOTAL ESTIMATED COST</b>		<b>COST OF EQUIPMENT INSTALLED</b> P _____ P _____ P _____	<b>NO. OF STOREYS</b> _____	<b>DO NOT FILL (NSO USE ONLY)</b>											
<b>BUILDING</b>	P _____		<b>TOTAL FLOOR AREA</b> _____												
<b>ELECTRICAL</b>	P _____	P _____ P _____	<b>PROPOSED DATE OF CONSTRUCTION</b> _____												
<b>MECHANICAL</b>	P _____		<b>EXPECTED DATE OF COMPLETION</b> _____												
<b>PLUMBING</b>	P _____	P _____	<b>MATERIAL OF CONST.</b> _____ (WOOD, CONC., STEEL, MIXED)												
<b>OTHERS</b>	P _____														
<b>TOTAL COST</b>	P _____														

BOX 4 (TO BE ACCOMPLISHED BY THE DIVISION/SECTION CONCERNED)

ASSESSED FEES																
	AMOUNT DUE	ASSESSED BY	O.R. NUMBER	DATE PAID												
LAND USE/ZONING																
LINE AND GRADE																
BUILDING																
PLUMBING																
ELECTRICAL																
MECHANICAL																
OTHERS			<b>REVIEWED CHIEF, PROCESSING DIVISION/ SECTION</b>													
<b>TOTAL</b>																

BOX 5 (TO BE ACCOMPLISHED BY THE DIVISION/SECTION CONCERNED)

PROCESS FLOW						
NOTED: CHIEF, PROCESSING DIVISION/SECTION	IN		OUT		ACTION/ REMARKS	PROCESSED BY
	TIME	DATE	TIME	DATE		
RECEIVING and RECORDING						
LAND USE and ZONING						
GEODETIC (LINE and GRADE						
ARCHITECTURAL						
STRUCTURAL						
SANITARY/PLUMBING						
ELECTRICAL						
MECHANICAL						

WE HEREBY AFFIX OUR HANDS SIGNIFYING OUR CONFORMITY OT THE INFORMATION HEREIN ABOVE SETFORTH.

BOX 6

ARCHITECT/CIVIL ENGINEER NO. SIGNED and SEALED PLANS & SPECIFICATIONS	PRC REG.
PRINT NAME	
ADDRESS	
PTR. NO.	
SIGNATURE	

BOX 8

SIGNATURE		
APPLICANT		
COMMUNITY TAX CERT.	DATE ISSUED	PLACE ISSUED

BOX 7

ARCHITECT/CIVIL ENGINEER IN-CHARGE OF CONSTRUCTION.	PRC REG. NO.	
PRINT NAME		
ADDRESS		
PTR. NO.	DATE ISSUED	PLACE ISSUED
SIGNATURE		TIN

WITH MY CONSENT:

BOX 9 (TO BE ACCOMPLISHED BY LOT OWNER)

TCT/OCT NO.
PRINT NAME OF LOT OWNER
ADDRESS
COMMUNITY TAX CERT
SIGNATURE