



REPUBLIC OF THE PHILIPPINES

LAS PIÑAS CITY

BUSINESS PERMITS & LICENSING OFFICE

APPLICATION FOR BUSINESS PERMIT & LICENSE

(   ) New

(   ) Renewal

THE CHIEF

BUSINESS PERMITS & LICENSING OFFICE

OFFICE OF THE MAYOR

LAS PIÑAS CITY

\_\_\_\_\_

DATE

Persuant to the City Ordinance No. 277 S. 1996 amending certain provisions/sections of the City Ordinance No 104-92 known as the Revenue Code of Las Piñas City and Local Government Code of 1991 (R.A. 7160). I have the honor to apply for a Business Permit to operate my/our business and hereby submits the following:

TAXPAYER'S DATA

ACCOUNT NO.:

TAXPAYER / CORPORATE NAME

ADDRESS OF TAXPAYER

TRADE NAME

		DATE	DTI / SEC	
PRESIDENT / TREASURER		CONTACT NO.	ESTABLISHED	REG. NO.

OWNERSHIP	TIN	SSS NO.	AREA (SQM)	NO. OF DEL. TRUCK(S)	NO. OF EMPLOYEE

LOCATION OF BUSINESS

BARANGAY	SUBDIVISION

STREET	LOT	BLK	BLDG / HOUSE NO.

OTHER / LAND MARK	PROPERTY INDEX NO. (PIN)

GPS COORDINATE: (Latitude, Longitude, Elevation)

IF LOCATION OF BUSINESS IS RENTED

NAME OF LESSOR	MONTHLY RENTAL

ADDRESS OF LESSOR

KINDS OR NATURE OF BUSINESS/ACTIVITY APPLIED

(Please state nature of business as classified in Las Piñas Rev. Code)

CAPITALIZATION

(Subscribed or Paid Up)

GROSS SALES

	P	P
TOTALS	P	P

NOTICE

Any falsehood and/or misrepresentation in the application, will cause the revocation of the business and license and/or close of establishment after due notice and nearing.

This application and/or business permit/ license does not exempt the applicant/permittee from complying with the requirements of other agencies under existing laws/ ordinances and regulations.

Should the applicant/ permittee fails to comply the said requirements despite notice, this application may be revoked/ cancelled if one is already issued.

I/WE hereby certify that the statement/information given above are true and correct to my/our knowledge.

IN WITNESS WHEREOF, I/WE set my/our hand this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_.

\_\_\_\_\_  
SIGNATURE OVER PRINTED NAME OF APPLICANT(S)

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_.

APPROVED BY:

ATTY. ELEX CONRAD C. RAMOS

Acting Chief, BPLO

HON. VERGEL A. AGUILAR

CITY MAYOR

LOCATION SKETCH OF BUSINESS ESTABLISHMENT					
SUBMITTED BY:		VERIFIED BY:			
<div>Signature of Applicant</div>		<div>Inspector/Verifier</div>			
REQUIREMENTS					
CHECKLIST OF REQUIREMENTS		OFFICE/AGENCY	DATE ISSUED	AMOUNT TO BE PAID	RECOMMENDATION
<input type="checkbox"/>	a. BARANGAY CLEARANCE	BARANGAY			
<input type="checkbox"/>	b. LOCATION CLEARANCE	ZONING ADMIN.			
<input type="checkbox"/>	c. SANITARY PERMIT	CITY HEALTH DEPT.			
<input type="checkbox"/>	d. BUILDING PERMIT	BLDG. OFFICIAL			
<input type="checkbox"/>	e. POLLUTION CLEARANCE	POLLUTION OFF. <small>(CLEAN &amp; GREEN)</small>			
<input type="checkbox"/>	f. MECHANICAL PERMIT	INDL. SAFETY DIV.			
<input type="checkbox"/>	g. ELECTRICAL INSPECTION	CITY FIRE DEPT.			
<input type="checkbox"/>	h. POLICE CLEARANCE	CPD. PNP STN-1			
<input type="checkbox"/>	i. CTAO	CTAO			
		REMARKS			
<input type="checkbox"/>	j. 2x2 ID PICTURE (colored and recent)				
<input type="checkbox"/>	k. DTI (SINGLE PROP/PARTNERSHIP) or				
<input type="checkbox"/>	SEC REGISTRATION (CORPORATION)				
<input type="checkbox"/>	l. TAX DECLARATION of REAL PROPERTY				
<input type="checkbox"/>	CONTRACT OF LEASE (if renting)				
<input type="checkbox"/>	m. PICTURE OF ESTABLISHMENT (3R size)				
<input type="checkbox"/>	n. HOMEOWNER'S CLEARANCE				
<input type="checkbox"/>	o. OTHER GOVERNMENT AGENCY IMPOSED				
<input type="checkbox"/>	REQUIREMENTS: _____				
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
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<input type="checkbox"/>					
NOTE: PLEASE PRESENT ALL ORIGINAL COPIES FOR AUTHENTICATION PURPOSES AND SUBMIT TWO PHOTOSTAT COPIES OF EACH DOCUMENT PRESENTED FOR RECORD PURPOSES.					
IMPORTANT					
<div>1. The application for Business Permit &amp; License shall be accomplished in triplicate.</div> <div>2. The application must be filed by applicant himself or his duly authorized representative may file the application.</div> <div>3. All payments should be made at the City Treasurer's Office duly receipted with the corresponding/ Official Receipt.</div> <div>4. FOLLOW-UP AND FIXING by employees of the Las Piñas Government is prohibited. Do NOT PUSH THEM to violate this regulation. Help the City Government in it's program to give efficient service to taxpayers by way of avoiding fixers.</div>					