

# FRONTLINE SERVICES OFFERED

1. Municipal Social Welfare & Development
  - Issuance of Senior Citizen's ID
  - Referral for Hospitalization
  - Provision of Financial Assistance/Medical Assistance
  - Social Study Report for Hospitalization/Referral
11. Municipal Health Office
  - General Consultation and Laboratory Services
  - Maternal Care- Prenatal Consult (PNC)
  - Expanded Program on Immunization (EPI) & Integrated Management of Childhood Illness (IMCI)
  - Dental Services
  - Laboratory Services (for non-consulting clients)
  - Issuance of Medical Certificate for Various Matters
  - Issuance of Health Certificate & Sanitary Permits
111. Municipal Engineers Office
  - Issuance of Building Permit
  - Issuance of Occupancy Permit
- 1V. Local Registrar's Office
  - Registration of Births
  - Late Registration of Births
  - Registration of Deaths
  - Registration of Marriage Certificate
  - Application for Marriage Licenses
  - Registration for Legitimated Child
  - Registration for Illegitimated Child Birth Certificate

V. Municipal assessor's Office

- Issuance for Landless Certification for Hospitalization and Scholarship
- Issuance for Certified True Copy Tax Declaration & Sketch Plan
- Annotation & Cancellation of Mortgage
- Transfer of Ownership of Real Property
- Reassessed /Releasing of Real Property Due To change Number of Improvements
- Payment of Real Property Tax

VI. Municipal Treasurer's Office

- Payment for Business Permit/Licenses
- Payment for Waterworks Bill
- Payment for all Regulatory Fees and Charges ( Certification, Clearance, Permit, etc.)
- Installation of water connection (new, reconnection)

VII. Municipal Planning & Development Office

- Issuance of Zoning Certification
- Issuance of Maps/Planning Documents
- Recommendation for the Issuance of Business Permit

VIII. Mayor's Office

- Issuance Licenses & Permits
- Solemnize Marriages
- Enforce all Laws & Ordinances