

Republic of the Philippines  
City/Municipality of \_\_\_\_\_  
Province of \_\_\_\_\_

**OFFICE OF THE BUILDING OFFICIAL**

**BUILDING PERMIT**

☐ NEW    ☐ RENEWAL    ☐ AMENDATORY

BUILDING PERMIT NO. \_\_\_\_\_  
DATE ISSUED: \_\_\_\_\_  
FSEC NO. \_\_\_\_\_  
DATE ISSUED: \_\_\_\_\_

OFFICIAL RECEIPT NO. \_\_\_\_\_  
DATE PAID: \_\_\_\_\_

This **PERMIT** is issued pursuant to Sections 207, 301, 302, 303 and 304 of the National Building Code of the Philippines (PD 1096), its Revised IRR, other Referral Codes and its Terms and Conditions.

Owner / Permittee : \_\_\_\_\_  
Project Title : \_\_\_\_\_  
Location of Construction : Lot: \_\_\_\_\_ Blk.: \_\_\_\_\_ TCT No.: \_\_\_\_\_ Street: \_\_\_\_\_ Brgy.: \_\_\_\_\_  
City/Municipality: \_\_\_\_\_ ZIP Code: \_\_\_\_\_  
Use or Character of Occupancy : \_\_\_\_\_ and Classified as: \_\_\_\_\_  
Scope of Work : \_\_\_\_\_  
Total Project Cost : \_\_\_\_\_  
Professional In Charge of Construction: \_\_\_\_\_

**PERMIT ISSUED BY:**

\_\_\_\_\_  
**BUILDING OFFICIAL**

(Signature Over Printed Name)

**THIS PERMIT MAY BE CANCELLED OR REVOKED PURSUANT TO SECTIONS 207, 305 AND 306 OF THE NATIONAL BUILDING CODE OF THE PHILIPPINES (PD 1096)  
AND ITS REVISED IRR**

## TERMS AND CONDITIONS:

1. The proposed construction/ erection/ addition/ alteration/ renovation/ conversion/ repair/ moving/ demolition, etc. subject of this Permit shall be in conformity with the provisions of the National Building Code of the Philippines (PD 1096), its Revised IRR, and other referral codes.
2. The Owner/Permittee shall be responsible in undertaking the following, with the assistance of the concerned professionals hired/commissioned by him:
  - a. That prior to commencement of the proposed project/s and construction, an actual relocation survey shall be conducted by a duly licensed Geodetic Engineer.
  - b. That before commencing the excavation the person making or causing the excavation to be made shall notify in writing the owner of adjoining property not less than ten (10) days before such excavation is to be made and show how the adjoining property should be protected.
  - c. That no person shall use or occupy a street, alley or public sidewalk for the performance of work covered by a building permit.
  - d. That no person shall perform any work on any building or structure adjacent to a public way in general use for pedestrian travel, unless the pedestrians are protected.
  - e. That the supervising Architect/Civil Engineer shall keep at the jobsite at all times a logbook of daily construction activities wherein the actual daily progress of construction including tests conducted, weather condition and other pertinent data are to be recorded, same shall be made available for scrutiny and comments by the OBO representative during the conduct of his/her inspection pursuant to Section 207 of the National Building Code of the Philippines.
  - f. That upon completion of the construction, the said licensed supervising Architect/Civil Engineer shall submit to the Building Official duly signed and sealed logbook, as-built plans and other documents and shall also prepare and submit a Certificate of Completion of the project stating that the construction of the building/structure conform to the provision of the Code, its IRR as well as the plans and specifications.
  - g. All such changes, modifications and alterations shall likewise be submitted to the Building Official and the subsequent amendatory permit therefor issued before any work on said changes, modifications and alterations shall be started. The as-built plans and specifications maybe just an orderly and comprehensive compilation of all documents which include the originally submitted plans and specifications of all amendments thereto as actually built or they may be an entirely new set of plans and specifications accurately describing and/or reflecting therein the building as actually built.
  - h. That no building/structure shall be used until the Building Official has issued a Certificate of Occupancy therefor as provided in the Code. However, a partial Certificate of Occupancy may be issued for the Use/Occupancy of a portion or portions of a building/structure prior to the completion of the entire building/structure.
  - i. When the construction is undertaken by contract, the work shall be done by a duly licensed and registered contractor pursuant to the provisions of the Contractor's License Law (RA 4566).
  - j. The Owner/Permittee shall submit a duly accomplished prescribed "**Notice of Construction**" to the Office of the Building Official prior to any construction activity.
  - k. The Owner/Permittee shall put a Building Permit sign which complies with the prescribed dimensions and information, which shall remain posted on the construction site for the duration of the construction.
  - l. The Owner/Permittee shall submit required clearances from other agencies as stipulated under Section 302 (12) b of the Revised IRR of the NBCP and other documents or clearances from local authorities thirty (30) calendar days after the issuance of a building permit.

**THIS PERMIT MAY BE CANCELLED OR REVOKED PURSUANT TO SECTIONS 207, 305 AND 306 OF THE NATIONAL BUILDING CODE OF THE PHILIPPINES (PD 1096)  
AND ITS REVISED IRR**