

Republic of the Philippines
CITY OF ILAGAN

Business Permits and Licensing Office

REQUIREMENTS FOR BUSINESS PERMIT

Name : _____ ACCT NO.: _____

Line of Business: _____

[] NEW

- [] Business Name Registration _____
- [] Business Capitalization _____
- [] Occupancy Permit _____
- [] Contract of Lease (if Lessee) _____
- [] Barangay Business Clearance _____
- [] Market Clearance _____
- [] Date of Birth _____
- [] TIN _____

[] RENEWAL

- [] Audited Financial Statement prescribed by BIR _____
- [] Barangay Business Clearance _____
- [] Market Clearance _____

ADDITIONAL REQUIREMENT/S:

- [] Sketch of Business Location _____
- [] TESDA Clearance (Driving School & Language Sch.) _____
- [] BSP Registration (Banks, Lending Inst., Pawnshops) _____
- [] BFAD (Food Manufacturer, Processor) _____
- [] DENR Environment Compliance Cert. (Piggery, Poultry, Gravel and Sand, Mining) _____
- [] Result of Water Sample (Water Refilling Stations) _____
- [] Notarized Consent / Authorization / SPA (Branch) _____
- [] Police Clearance (Beerhouse, Videoke Bar, and the Like) _____
- [] PLD Inspection Slip _____
- [] Zoning Certificate _____
- [] Fire Safety Inspection Certificate _____
- [] Certificate of Annual Inspection _____
- [] Health Certificate/Sanitary Permit _____
- [] Others (Pls. Specify) _____

ADDITIONAL REQUIREMENT/S FOR CORPORATION/COOPERATIVES:

- [] Corporate Tax Certificate _____
- [] Certificate of Tax Exemption (for Exempted) _____
- [] Articles of Incorporation _____

Checked by: _____

Verified by: _____

Date: _____
