



Tourism Infrastructure and Enterprise Zone Authority
Office of the Building Official



APPLICATION FOR CERTIFICATE OF OCCUPANCY

FULL

PARTIAL

BUILDING PERMIT NO.

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AREA NO

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BOX 1 (TO BE ACCOMPLISHED IN PRINT BY THE APPLICANT)

OWNER/APPLICANT	LAST NAME	FIRST NAME	M.I.	TIN
FOR CONSTRUCTION OWNED			FORM OF OWNERSHIP	
ADDRESS: NO.,	STREET,	BARANGAY,	CITY/MUNICIPALITY	ZIP CODE TELEPHONE NO.
REQUIREMENTS SUBMITTED:				
<input type="checkbox"/> AS-BUILT PLANS DULY SIGNED AND SEALED BY RESPECTIVE PROFESSIONAL DISCIPLINE	<input type="checkbox"/> BUILDING INSPECTION SHEET SIGNED BY WHOEVER IS THE CONTRACTOR (IF THE CONSTRUCTION IS UNDERTAKEN BY CONTRACT) AND SIGNED AND SEALED BY THE OWNER'S DULY LICENSED ARCHITECT OR CIVIL ENGINEER WHO UNDERTOOK THE FULL-TIME INSPECTION AND SUPERVISION OF THE CONSTRUCTION WORKS			
<input type="checkbox"/> NOTARIZED CERTIFICATE OF COMPLETION				
<input type="checkbox"/> SPECIFICATIONS				
<input type="checkbox"/> CONSTRUCTION LOGBOOK				
NAME OF PROJECT				
LOCATION: NO.,	STREET,	BARANGAY,	CITY/MUNICIPALITY	ZIP CODE TELEPHONE NO.
USE/CHARACTER OF OCCUPANCY: _____				
NO. OF STOREY: _____				
NO. OF UNITS: _____				
TOTAL FLOOR AREA (M ²): _____				
DATE OF COMPLETION: _____				

APPLICANT:				
_____ Date _____				
(Signature Over Printed Name)				
Address				
CTC No	Date Issued	Place Issued		

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____)

BEFORE ME, at the City/Municipality of _____, on _____ personally appeared the following:

whose signatures appear hereinabove, known to me to be the same persons who executed this standard prescribed form and acknowledged to me that the same is their free and voluntary act and deed.

WITNESS MY HAND AND SEAL on the date and place above written.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

NOTARY PUBLIC (Until December _____)