

Republic of the Philippines
City/Municipality of _____
Province of _____

OFFICE OF THE BUILDING OFFICIAL

APPLICATION FOR CERTIFICATE OF OCCUPANCY

FULL PARTIAL

Building Permit No.: _____
Date Issued : _____

(Date)

Name of Owner/Applicant: _____
(Last Name) (Given Name) (Middle Initial)

Address of Owner/Applicant: _____ ZIP Code: _____
Tel. No.: _____

Requirements submitted:

- As-Built Plans and Specifications, duly signed and sealed by respective professional discipline
- Daily Construction Works Logbook
- Certificate of Completion, duly notarized
- Others: (Specify) _____

Name of Project: _____

Location: _____
(Lot No.) (Blk. No.) (Street) (Barangay) (City/Municipality)

Use/Character of Occupancy: _____

No. of Storeys: _____

No. of Units: _____

Total Floor Area (Square Meters): _____

Date of Completion: _____

Submitted by:

OWNER / APPLICANT
(Signature Over Printed Name)

Community Tax Certificate No. _____
Date Issued: _____
Place Issued: _____