Republic of the Philippines
Province of Bukidnon
City of Malaybalay

2018

BUSINESS PERMIT APPLICATION FORM

□ New □ Renewal

Name of Owner:	Date of application:
Name of Spouse:	DTI Registration No.
Business Name:	TIN:
Kind of Ownership	Representative:
CDA/SEC REG. NO. :	No. of CCTV [ ] [ ] None

Business Address

Street:
Barangay:
Subdivision:
City / Municipality:
Province:
Tel. No.:
Email Adrress:

Owner's Address

Street:
Barangay:
Subdivision:
City / Municipality:
Province:
Tel. No.:
Email Adrress:

Total No. of Employees: _____New, _____Old	Property Index No. (PIN):
Total No. of Employees Residing in LGU:	Business Area (in sqm)
Business Plate No.:	Date of Issue:

if Place of Business is Rented, please identify the following:

Lessor's Name:	Monthly Rental:
Street:	Barangay:
Subdivision:	City / Municipality:
Province:	Tel. No.:

Business Activity

Code	Line of Business	No. of Units	Capitalization	Gross Sales / Receipt		Permit Fee
				Essential	Non-Essential	

Mode of Payment: ☐ Annually ☐ Bi-Anually ☐ Quarterly

Assessment

Tax Clearance	
Certification Fee	
Health Fee	
Garbage Collection Fee	
Electrical Permit Fee	
Mechanical Permit Fee	

Sign Board/Billboard Permit Fe	
Occupancy Permit Fee	
Annual Inspection Fee	
Business Permit Plate	
Business Permit Plate Sticker	
Others, Please Specify:	

Undertaking

Should the BPLD discovers, finds any falsehood(s), and/or misrepresentation(s) in this application. I/We to the immediate cancelation of the business permit & license and or closure of the establishment without notice and hearing and shall not file any case of whatever kind to question the closure establishments and/or withdrawal/cancelation of the license permit and shall hold the Malaybalay City officials free and harmless from any civil, criminal and/or administrative liability arising from any action taken of the application and/or BPLD permit license.

THIS APPLICATION AND/OR BPLD PERMIT/LICENSE DOES NOT EXEMPT APPLICATION PERMIT FEE FROM COMPLYING WITH THE REQUIREMENTS AND OR SECURING THE PERMITS/LICENSES BY OTHER AGENCIES/AUTHORITIES REQUIRED BY EXISTING LAWS/ORDINANCES/RULES AND REGULATIONS AND HEREBY UNDERTAKE TO COMPLY THEREOF.

I/We hereby certify that the statement given above are true and correct to my/our knowledge IN WITNESS WHEREOF. I/WE set my/our hand this _____ day of _____, _____ at _____.

_____
Signature of Proprietor/Manager