

Republic of the Philippines
City of Baguio
Province of Benguet

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: 2600
Tel. No.: _____

Requirements Submitted:

- Approved Building Permits and Plans
 - Daily Construction Works Logbook
 - Photos of Site/Project showing substantial completion
 - Certificate of Completion, duly notarized
 - As-Built Plans and Specifications, duly signed and Sealed by respective professional discipline (if changes were made from the approved building plans)
- Other documents deemed necessary: (Specify) _____

Name of Project: _____

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

Use/Character of Occupancy: _____

No. of Storeys: _____

No. of Units: _____

Total Floor Area (Square meter): _____

Date of Completion: _____

Submitted by:

OWNER/APPLICANT

(Signature over Printed Name)

Community Tax Certificate: _____

Date Issued: _____

Place Issued: _____

Attested by:

FULL-TIME SUPERVISOR OR INSPECTOR OF CONSTRUCTION

ARCHITECT OR CIVIL ENGINEER

(Signed and Sealed over Printed Name)

Date: _____

PRC. No.	Validity	
PTR No.	Date Issued	
Issued at	TIN	
CTC No.	Date Issued	Issued at