

**II. LGU SECTION (Do Not Fill Up This Section)**

**1. VERIFICATION OF DOCUMENTS**

Description	Office/Agency	Yes	No	Remarks	Name of the Evaluator
Occupancy Permit (For New)	Office of the Building Official				
Barangay Clearance (For Renewal)	Barangay				
Sanitary Permit/Health Clearance	City Health Office				
City Environmental Certificate	City Environment and Natural Resources Office				
Market Clearance (For Stall Holders)	Office of the City Market Administrator				
Valid Fire Safety Inspection Certificate	Bureau of Fire Protection				

Verified by: BPLO

**2. ASSESSMENT OF APPLICABLE FEES**

Local Taxes	Amount Due	Name of the Evaluator/Assessor	Remarks
<b>Gross Sales Tax</b>			
Tax on Delivery Vans/Trucks			
Tax on Storage for Combustible/ Flammable of Explosive Substance			
Tax on Signboard/ Billboards			
<b>REGULATORY FEES AND CHARGES</b>			
<b>Mayor's Permit Fee</b>			
<b>Zoning Fee</b>			
<b>Building Inspection Fee</b>			
<b>Environmental Protection Fee</b>			
<b>Garbage Fee</b>			
<b>Sanitary Inspection Fee</b>			
<b>Business Plate/Sticker Fee</b>			
Delivery Trucks/Vans Permit Fee			
Electrical Inspection Fee			
Mechanical Inspection Fee			
Plumbing Inspection Fee			
Signboard/Billboard Renewal Fee			
Storage & Sale of Combustible/ Flammable or Explosive Substance			
Others			
<b>TOTAL FEES for LGU</b>			
<b>FIRE SAFETY INSPECTION FEE (15%)</b>			

Assessed by: \_\_\_\_\_

FSIF Assessment Approved by: BFP

**III. CITY/MUNICIPALITY FIRE STATION SECTION**

APPLICATION NO.: \_\_\_\_\_ DATE: \_\_\_\_\_

**(TO BE FILLED UP BY APPLICANT/OWNER)**

Name of Applicant/Owner: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Total Floor Area: \_\_\_\_\_ Contact No.: \_\_\_\_\_

Address of Establishment: \_\_\_\_\_

Signature of Applicant/Owner \_\_\_\_\_

Certified by:

Customer Relations Officer _____	FIRE SAFETY INSPECTION
Time and Date Received: _____	FEE ASSESSMENT:

*Important Notice: As per Section 12 of the implementing Rules and Regulations of the Fire Code of 2008, certain establishments (e.g. building lessors, fire, earthquake, and explosion hazard insurance companies, and vendors of the fire fighting equipment, appliances and devices) may be required to pay additional charges and fees other than the Fire Safety Inspection Fees. These shall be collected during inspections or in another process to be communicated by representatives of the Bureau of Fire Protection (BFP).*