



Republic of the Philippines
 Province of Albay
CITY OF TABACO
 AREA CODE 052

OFFICE OF THE BUILDING OFFICIAL

UNIFIED APPLICATION FORM FOR CERTIFICATE OF OCCUPANCY

FULL

PARTIAL

THIS ALSO APPLIES FOR: FIRE SAFETY INSPECTION CERTIFICATE

Building Permit No. : _____
 Date Issued : _____
 FSEC No. : _____
 Date Issued : _____

 (Date)

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

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

Requirements submitted:

- 3 copies of Certificate of Completion, duly notarized
- Construction Logbook, signed and sealed by the Owner's Architect or Civil Engineer who undertook full-time inspection and supervision.
- As Built Plans, signed and sealed by the Owner's Architect or Civil Engineer who undertook full-time inspection and supervision.
- 1 Photocopy of the valid licenses of all involved Professionals
- Captioned photographs of Site and Completed Building/Structure showing front, sides and rear areas,
- Yellow Card issued by the Electrical Service Provider

Name of Project: _____

Location of Project: _____

Use/Character of Occupancy: _____

No. of Storey/s: _____

No. of Units: _____

Total Gross Floor Area (Square Meters): _____

Date of Completion: _____

Submitted by: _____

APPLICANT/OWNER

Community Tax Certificate No. _____

Date Issued: _____

Place Issued: _____

Attested by: **FULL-TIME INSPECTOR OR SUPERVISOR OF CONSTRUCTION**

ARCHITECT OR CIVIL ENGINEER

(Signed and Sealed Over Printed Name)

PRC No. _____ Validity _____

PTR No. _____ Date Issued _____