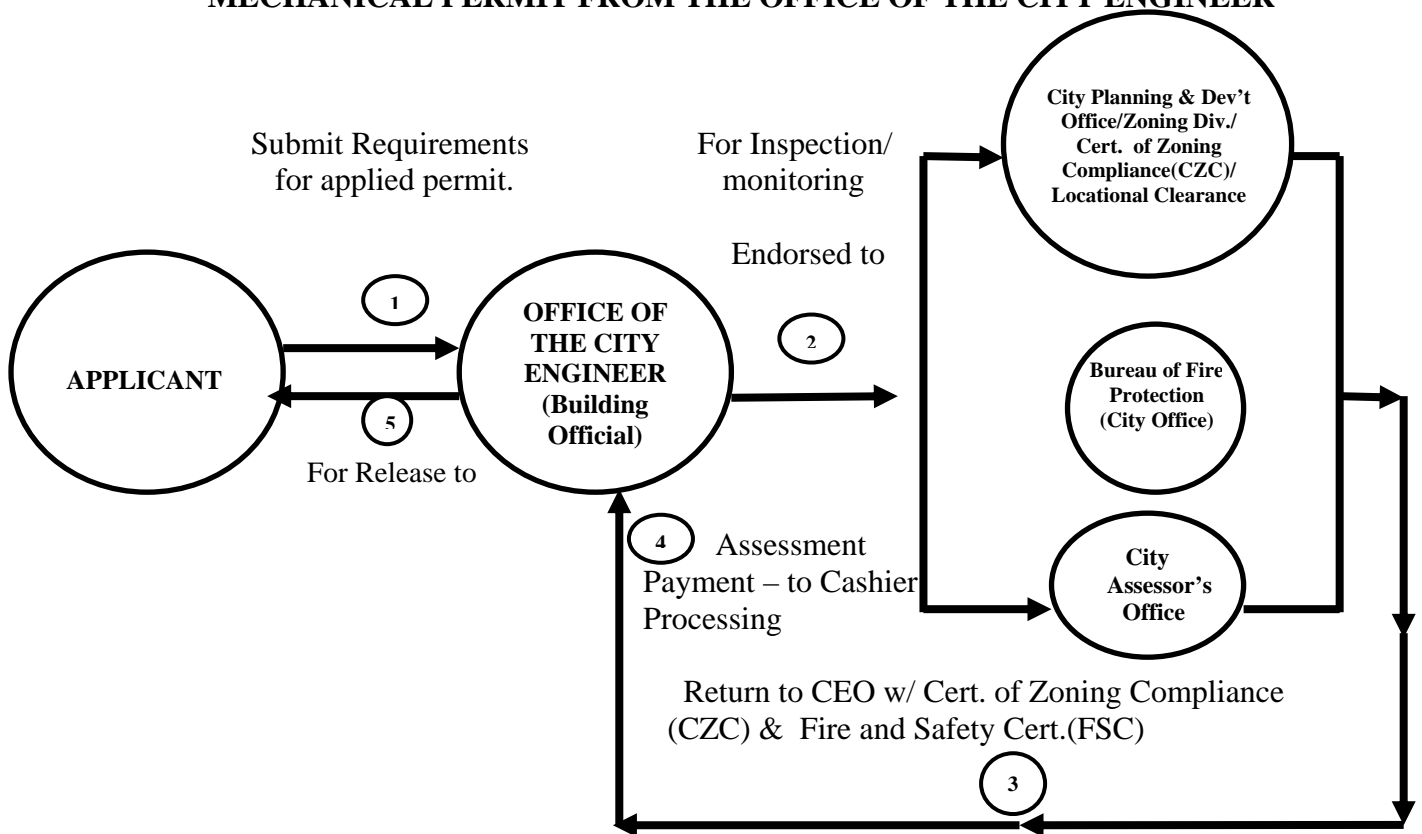


FLOW CHART FOR SECURING BUILDING, SANITARY, ELECTRICAL & MECHANICAL PERMIT FROM THE OFFICE OF THE CITY ENGINEER



REQUIREMENTS IN ACQUIRING BUILDING / SANITARY / PLUMBING / ELECTRICAL & MECHANICAL PERMITS

- 1 set Building Permit Application (duly accomplished, signed and sealed by Architect or Civil Engineer)
- 1 set Electrical Permit Application (duly accomplished, signed and sealed by Professional Electrical Engineer)
- 1 set Sanitary Permit Application (duly accomplished, signed and sealed by Sanitary Engineer or Master Plumber)
- 1 set Mechanical Permit Application (duly accomplished, signed and sealed by Professional Mechanical Engineer)
- 5 sets Bill of Materials / Cost Estimates (signed and sealed by Engineer or Architect who signed the plan)
- 5 sets Specifications (signed and sealed by Engineer/Architect who signed the plan)
- 5 Complete sets of Plans (to conform with National Building Code standard format & requirements)
- 3 copies Barangay Clearance
- 3 copies Tax Declaration & TCT
- 3 copies Current Real Property Tax Payment Receipt
- 3 copies Notarized Written Consent of land owner
- 3 copies Lease Contract (in case of lease)
- 3 copies Survey Plans
- 1 set Boring Test (for Building 4 stories and with above heights of 12 meter and above)
- 2 copies Structural Design Analysis
- 1 copy Certified photo copy of PTR & PRC ID with 3 Specimen Signatures & dry seal of All Architects/Engineers who signed the plans and application forms.