



Republic of the Philippines  
Province of Negros Occidental  
City of San Carlos  
**OFFICE OF THE CITY MAYOR**

**BUSINESS PERMIT & LICENSING OFFICE**

Telefax No. (034) 312 - 6928



**YEAR:**

**RENEWAL**

Date Applied: \_\_\_\_\_

BIN: \_\_\_\_\_

Contact No. : \_\_\_\_\_

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

Business Address : \_\_\_\_\_

Line of Business: \_\_\_\_\_ Business Plate: \_\_\_\_\_

Remarks: \_\_\_\_\_

**CERTIFICATION AS TO COMPLIANCE OF REQUIREMENTS FOR MAYOR'S PERMIT**

**POLICE CERTIFICATION** (Requirements: Brgy. Clearance, Cedula, OR from Treasurer's Office & Documentary Stamp)

Remarks: \_\_\_\_\_

\_\_\_\_\_  
Chief of Police

Date Signed: \_\_\_\_\_

**HEALTH & SANITARY REQUIREMENTS**

(P.D. 856 - Food Caterers/Handlers) (For Non-Food Health Card Only)

Remarks: \_\_\_\_\_

\_\_\_\_\_  
City Health Officer

Date Signed: \_\_\_\_\_

**BUILDING CODE** (Engineering Department)

Remarks: \_\_\_\_\_

\_\_\_\_\_  
Building Inspector

Date Signed: \_\_\_\_\_

**REAL PROPERTY** (Treasurer's Office)

Remarks: \_\_\_\_\_

\_\_\_\_\_  
Land Tax Division Chief

Date Signed: \_\_\_\_\_

**PESO**

Remarks: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**STEP 1** SUBMISSION OF REQUIREMENTS  
for UNIFIED FORMS

**FIRE CODE (R.A. 9514):**

Remarks: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**STEP 2** ONE-TIME ASSESSMENT &  
PAYMENT including FSIC fees

\_\_\_\_\_  
City Fire Marshall

**STEP 3** Proceed to **BPLO** for issuance and  
releasing of Mayor's Permit

**WARNING: This form is not for sale. ("Kini nga pormas dili baligya.")**