

Republic of the Philippines  
City of Baguio, 2600  
Province of Benguet

**OFFICE OF THE BUILDING OFFICIAL**

OWNER/FIRM/APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_  
PROPOSED PROJECT: \_\_\_\_\_ USE OR CHARACTER OF OCCUPANCY \_\_\_\_\_ GROUP: \_\_\_\_\_  
LOCATION: \_\_\_\_\_

**ORDER OF PAYMENT**

**TO TREASURER/CASHIER: Please collect the corresponding amount of fees specified below:**

1. BUILDING/CERTIFICATE OF OCCUPANCY AND OTHER ANCILLARY FEES [as prescribed in the Implementing Rules and Regulations of the National Building Code, (P.D. 1096)]

		Assessed by:
a. FILING FEES .....	_____	_____
b. PROCESSING FEES .....	_____	_____
c. LINE AND GRADE FEES .....	_____	_____
d. FENCING FEES .....	_____	_____
e. BUILDING FEES .....	_____	_____
i. Construction/addition/renovation/alteration.....	_____	_____
ii. Raising of building structure .....	_____	_____
iii. Repair of building/structures .....	_____	_____
iv. Demolition/moving of building/structure .....	_____	_____
v. Others (Specify) .....	_____	_____
f. ANCILLARY STRUCTURE (specify) .....	_____	_____
g. CONSTRUCTION OF TOMB AND CANOPIES, MAUSOLEUMS AND NICHES .....	_____	_____
h. ARCHITECTURAL FEES .....	_____	_____
i. CIVIL/STRUCTURAL FEES .....	_____	_____
j. ELECTRICAL FEES .....	_____	_____
k. MECHANICAL FEES .....	_____	_____
l. SANITARY FEES .....	_____	_____
m. PLUMBING FEES .....	_____	_____
n. ELECTRONICS FEES .....	_____	_____
o. INTERIOR DESIGN FEES .....	_____	_____
p. CONSTRUCTION OF SIDEWALK .....	_____	_____
q. PAVED AREAS INTENDED for commercial, industrial, etc. ....	_____	_____
r. USE OF STREETS AND SIDEWALKS as permitted under Chapter II and Rule 2 of NBC .....	_____	_____
s. CERTIFICATE OF USE/OCCUPANCY .....	_____	_____
t. CHANGE OF USE/OCCUPANCY .....	_____	_____
u. ANNUAL INSPECTION FEES .....	_____	_____
i. Locational/Zoning of Land Use .....	_____	_____
ii. Architectural .....	_____	_____
iii. Civil/Structural .....	_____	_____
iv. Electrical .....	_____	_____
v. Mechanical .....	_____	_____
vi. Sanitary .....	_____	_____
vii. Plumbing .....	_____	_____
viii. Electronics .....	_____	_____
ix. Interior Design .....	_____	_____
x. Accessibility .....	_____	_____
xi. Fire Safety .....	_____	_____
v. SIGN FEES [ ] New [ ] Annual [ ] Renewal .....	_____	_____
w. CERTIFICATION OF (specify) .....	_____	_____
x. SURCHARGES (specify) [ ] 10% [ ] 25% [ ] 50% [ ] 100% .....	_____	_____
y. ADMINISTRATIVE FINE, Sec. 212, PD 1096 (specify) [ ] First [ ] Second [ ] Third Notice .....	_____	_____
z. Others (specify) <u>INSPECTION FEE</u> .....	200.00	_____

TOTAL P \_\_\_\_\_

Official Receipt No. \_\_\_\_\_  
Date Paid: \_\_\_\_\_

**BREAKDOWN OF THE COLLECTION DERIVED FROM BUILDING FEES AND OTHER CHARGES:**

Eighty Percent (80%) share of the Local Government Unit..... P \_\_\_\_\_  
Twenty Percent (20%) share of the Office of the Building Official..... P \_\_\_\_\_

**AS PROVIDED FOR UNDER THE FIRE CODE OF THE PHILIPPINES, P.D. 1185**

a. FIRE SERVICE FUND (FSF) [One half (1/2) to be paid prior to the issuance of Building Permit] .....	_____	_____
b. FIRE SAFETY INSPECTION FEES .....	_____	_____
c. Remaining balance of Fire Safety Fund (Prior issuance of Certificate of Occupancy) .....	_____	_____
d. Plus 10% of fees as per Sec. 1-206 of the Fire Code of the Philippines.....	_____	_____

Official Receipt No. \_\_\_\_\_  
Date Paid: \_\_\_\_\_

TOTAL P \_\_\_\_\_

**REVIEWED AND RECOMMENDED FOR PAYMENT:**

FLOOR AREA \_\_\_\_\_ Square Meters  
ADDITIONAL FLOOR AREA \_\_\_\_\_ Square Meters  
TOTAL FLOOR AREA \_\_\_\_\_ Square Meters

**SAMUEL P. SALVADOR** Date \_\_\_\_\_  
Engineer IV/Chief  
Processing and Enforcement Division

**ENGR. NAZITA F. BAÑEZ** Date \_\_\_\_\_  
City Building Official