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: **4511** 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_____

CITY ARCHITECT'S OFFICE
TABACO CITY
PHILIPPINES