



Republic of the Philippines

PROVINCE OF ANTIQUE

Municipality of Patnongon

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OFFICE OF THE BUILDING OFFICIAL

**CHECKLIST OF OCCUPANCY PERMIT APPLICATION REQUIREMENTS**

APPLICANT: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

PROJECT TITLE: \_\_\_\_\_

LOCATION: \_\_\_\_\_ DATE/APPLICATION NO.: \_\_\_\_\_

- Certificate of Completion **(3 copies)**
- Application for Certificate of Occupancy **(3 copies)**
- Application for Electric Service from Client's Registered Master Electrician **(3 copies)**
- Certificate of Final Electrical Inspection/Completion **(3 copies)**
- Certificate of Occupancy Fees Official Receipt
- Endorsement from the Bureau of Fire Protection (BFP) **(3 copies)**
- Fire Safety Inspection
- Five (5) sets of As-Built Plans (if necessary)

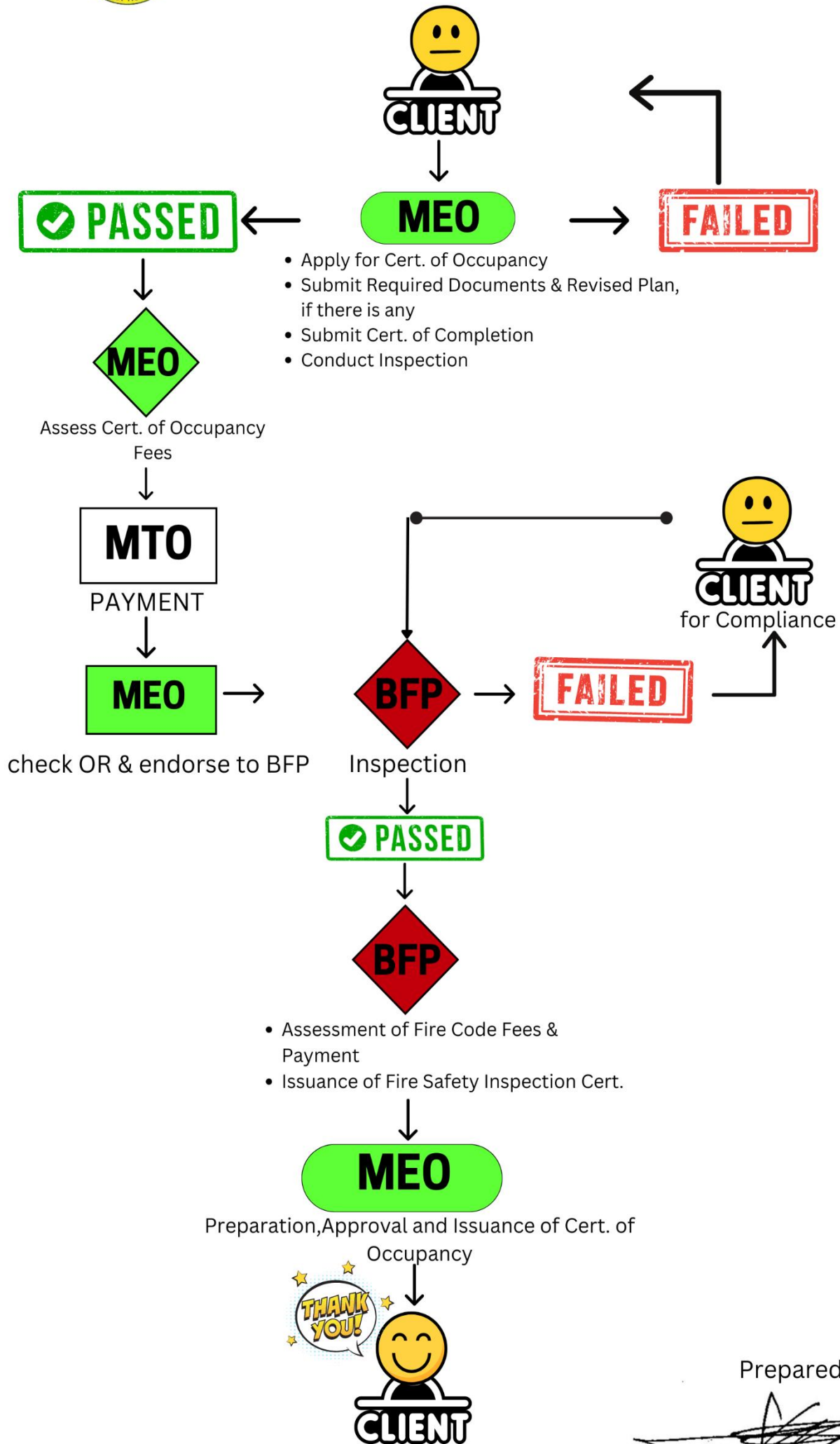
Prepared by:

**ROBERT C. TALIDONG**

Municipal Engineer



# ISSUANCE OF OCCUPANCY PERMIT



- Apply for Cert. of Occupancy
- Submit Required Documents & Revised Plan, if there is any
- Submit Cert. of Completion
- Conduct Inspection

- Assessment of Fire Code Fees & Payment
- Issuance of Fire Safety Inspection Cert.

Preparation, Approval and Issuance of Cert. of Occupancy

Prepared by:

  
**ROBERT C. TALIDONG**  
 Municipal Engineer