

Republic of the Philippines
City/Municipality of _____
Province of _____

OFFICE OF THE BUILDING OFFICIAL**APPLICATION FOR CHANGE OF USE OR OCCUPANCY**

Name of Owner/Applicant: _____
(Last Name) (Given Name) (Middle Initial)

Address: _____

Location of Building: _____
(Attach vicinity sketch)

Character of Occupancy:

Existing _____ Proposed: _____

Occupant Load:

Existing _____ Proposed: _____

No. of Storeys:

Existing _____ Additional: _____

Floor Area:

Existing _____ Additional _____ Area affected by change _____
(Square Meters) (Square Meters) (Square Meters)

Type of Construction:

Existing _____ Proposed: _____

Date of completion of existing building: _____

Building Permit (if any): _____ Date Issued _____

Under Official Receipt No.: _____ Date Paid _____

Original Certificate of Occupancy No.: _____ Date Issued _____

Under Official Receipt No.: _____ Date Paid _____

Conforme:

Submitted by:

OWNER OF THE BUILDING
(Signature Over Printed name)

Date
OWNER/APPLICANT
(Signature Over Printed name)

Community Tax Certificate No. _____
Date Issued: _____
Place Issued: _____