

Gng. Elsie Gaches Street BF Homes Parañaque City NCR 1700



APPLICATION DATE (MM-DD-YYYY)

[illegible]

NEW APPLICATION

RENEWAL APPLICATION

TEMPORARY

[illegible]

BUILDING / UNIT NAME

[illegible][illegible][illegible][illegible]

SINGLE
PROPRIETORSHIP

PARTNERSHIP

CORPORATION

COOPERATIVE

OTHER (SPECIFY)

OWNED

RENTED

SPECIFY CONTRACT EXPIRY DATE	
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FREE
LEASE

ESTABLISHMENT	TOTAL AREA (IN SQM)	NO. OF RENTABLE UNITS	NO. OF PARKING LOTS
1			
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[illegible]

CAPITALIZATION (CAPITAL EXPENDITURES) (IN PHILIPPINE PESO)

[illegible]

GROSS SALES AND RECEIPTS (PRECEDENT YEAR) (IN PHILIPPINE PESO)	
2017	2018
2019	2020
2021	2022
2023	2024
2025	2026
2027	2028
2029	2030
2031	2032
2033	2034
2035	2036
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2097	2098
2099	2100

[illegible][illegible][illegible]

TO: Barangay BF Homes

We interpose no objection and endorse this application form together with details stated herein and attached documentary requirement to your good office for further review and action.

AUTHORIZED SIGNATORY FULL NAME, SIGNATURES & STAMP/S

APPLICABLE ESTABLISHMENT / COMMERCIAL OPERATION IS LOCATED WITHIN RESIDENTIAL ENCLAVES TO THOSE AREAS DECLARED

TO BE FILLED UP BY BARANGAY AUTHORIZED INSPECTOR/S ONLY

TERMS AND CONDITIONS, APPLICANT UNDERTAKING AND OTHER INFORMATION IN THE BACK

IMPORTANT INFORMATION

1. Barangay BF Homes at its discretion may outright disapprove / reject applications due to the following.

- A. Necessary fields not filled-up and/or illegible writing in any part or the whole form.
- B. Incomplete and/or non-compliant documentary attachments.
- C. Misrepresentation of facts and figures.
- D. Submission of altered or falsified documents.

2. Barangay BF Homes will review and may verify the consistencies of the application together with its submitted documents. Direct or indirect anomalies including transactions with unauthorized personnel shall be disapproved and will not be honored.

3. Depending on the establishment size and nature of business, this department may forward your application to the Barangay BF Homes Council for further review and action through a proper forum (Barangay Session/s) and will be processed in accordance with internal rules and procedures.

4. Inspections of the establishment are scheduled randomly. Failure on the establishment (Owner, Manager, Employee and/or Third Party Personnel) to allow Inspectors to inspect at any reasonable time shall be a straightforward ground to disapproval of the application.

5. Penalties for Non-renewal of Barangay Clearance:

Twenty-five percent (25%) of total taxes and service fees including penalties and surcharges plus two percent (2%) surcharge monthly until settled.

6. Barangay BF Homes reserves the right to require additional documents relevant to the Business Clearance.

DOCUMENTARY REQUIREMENTS

VALID D.T.I CERTIFICATE (FOR SINGLE PROPRIETORS)
VALID S.E.C CERTIFICATE (FOR PARTNERSHIP OR CORPORATIONS)
VALID COOPERATIVE DEVELOPMENT AUTHORITY CERTIFICATE (FOR COOPERATIVE)
PREVIOUS BARANGAY CLEARANCE (IF RENEWAL)
LAND TITLE AND / OR TAX DECLARATION (MUST BE UNDER THE NAME OF LAND OWNER / LESSOR)
DULY NOTARIZED CONTRACTS AND/ OR AGREEMENTS
4R FORMAT FULL-VIEW ESTABLISHMENT PICTURE
2X2 FORMAT OWNER PICTURE
ASSOCIATION ENDORSEMENT
OTHER DOCUMENTARY REQUIREMENTS (STATED BELOW): WRITTEN AUTHORIZATION FROM OWNER/ COMPANY TO TRANSACT AND SIGN IN BEHALF IF REPRESENTATIVE IS TRANSACTING

APPLICANT UNDERTAKING

By Completing and signing this form, I/ we are bound to comply to all laws, regulation, conditions and other relevant policies set by Barangay BF Homes and other government agencies concerning the proper operation of our commercial / industrial operations. Furthermore, I/ We also acknowledge and comply to the following.

- 1. Not to cause unnecessary harm or disturbance to the general public particularly to inhabitants dwelling within my / our area of commercial / industrial operations.
- 2. To allow Barangay BF Homes, its officials and authorized personnel to conduct inspections to our commercial / industrial premises within reasonable hours without delay whatsoever.
- 3. That the information written in this form together with the submitted documentary requirements are correct to the best of my knowledge.
- 4. That barangay BF Homes may necessarily, impose sanctions including the non-renewal, disapproval, revocation or suspension of our clearance for non compliance / failure to comply to rules, regulations, conditions, this undertaking and other relevant policies.
- 5. That the compliance to this undertaking shall be also binding to the corporate members, employees, assigns, heirs, affiliates and third-part personnel acting on behalf of the applied commercial / industrial entity.

AUTHORIZED SIGNATORY FULL NAME AND SIGNATURE

REMARKS, RESTRICTION/S, CONDITION/S

TO BE FILLED UP BY BARANGAY AUTHORIZED INSPECTOR/S ONLY

RECEIVING / PROCESSING DETAILS