Republic of the Philippines
Department of Public Works and Highways
CITY OF MALABON
OFFICE OF THE BUILDING OFFICIAL

UNIFIED APPLICATION FORM FOR CERTIFICATE OF OCCUPANCY AND FIRE SAFETY INSPECTION CERTIFICATE

☐ FULL   ☐ PARTIAL

Building Permit No.:_____
Date Issued   :_____
FSEC No.   :_____
Date Issued   :_____

_____
(Date)

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

Address of Owner/Permittee: _____ ZIP Code: _____

_____ Tel No.: _____

Requirements submitted:

☐ Issue Building Permit and Plans (1 set)

☐ Construction Logbook, signed and sealed by the Owner's Architect or Civil Engineer who undertook full-time inspection and Supervision

☐ Photos of Site / Project showing substantial completion

☐ Certificate of Completion, duly notarized

☐ As-Built Plans and Specifications, duly signed and sealed by Respective design professionals (if there are changes made from the Submitted building plans) (4 sets)

☐ Issued Fire Safety Evaluation Clearance (FSEC)

☐ Others documents deemed necessary: (Specify)
_____
_____
_____
_____

Name of Project: _____

Location of Project: _____

Use/Character of Occupancy: _____

No. of Storey/s: _____

No. of Units: _____

Total Floor Area (Square Meters): _____

Date of Completion: _____

Submitted by: Attested by:

                                        FULL-TIME INSPECTOR OR SUPERVISOR OF CONSTRUCTION

_____
OWNER/PERMITTEE
Signature Over Printed Name)
Community Tax Certificate No. _____
Date Issued:_____
Place Issued: _____

_____
ARCHITECT OR CIVIL ENGINEER
(Signed and Sealed Over Printed Name)
Date_____

PRC No.		Validity	
PTR No.		Date Issued	
Issued at		TIN	
CTC No.	Date Issued		Issued at

_____
SIGNATURE OVER PRINTED NAME OF OWNER/ APPLICANT