REPUBLIC OF THE PHILIPPINES
CITY OF MANILA
BUSINESS PROMOTIONS AND DEVELOPMENT OFFICE

APPLICATION FOR RENEWAL OF BUSINESS PERMIT

BIN: 1 1 7 - 0 0 - ☐☐☐☐ - ☐☐☐☐☐☐☐

Date of Application: ☐☐ - ☐☐ - ☐☐
mm – dd – yy

TIN: ☐☐☐ - ☐☐☐ - ☐☐☐ - ☐☐☐ - ☐☐☐

Name of Taxpayer Last Name | First Name | M.I.

Business Name

Business Address House | Lot | Block No. | Building *(If applicable)* Unit | Floor No. | Bldg. Name

Street | Avenue | District Area | Barangay No.

Area of Business Establishment (In sq. m.) | No. of Employees

A. KINDS / LINES OF BUSINESS	GROSS SALES / RECEIPTS OF THE PREVIOUS YEAR

B. SIGNBOARD PERMIT: *(Please check ordinary special, and indicate area)*

☐ Ordinary *(backlight, neon lights and graphical billboard; other forms of ordinary advertisements)*
Length: _____ ft. x Height: _____ ft. = _____ sq.ft.

☐ Special *(mechanical, video projection and LCD/Computer based outdoor advertisements and the like)*
Length: _____ ft. x Height: _____ ft. = _____ sq.ft.

I declare under the penalties of PERJURY that I have complied with the regulatory laws / ordinances governing maintenance and operation of my business/es; Further, the foregoing statements are true and correct, verified by me, and to the best of my knowledge and ability, pursuant to the provisions of the Revenue Code of the City of Manila, as amended.

_____
Taxpayer's Signature

REQUIREMENTS FOR RENEWAL OF BUSINESS PERMIT

- ☐ 1. Completely filled-up Application for Renewal of Business Permit in two (2) copies
- ☐ 2. Previous Business Permit and Official Receipt/s
- ☐ 3. Community Tax Certificate (CTC) of the current year
- ☐ 4. Barangay Business Clearance
- ☐ 5. Public Liability Insurance, if applicable
- ☐ 6. Others, (specify) _____