



MUNICIPALITY OF TAYTAY, RIZAL BUSINESS PERMIT AND LICENSING OFFICE



APPLICATION FOR NEW BUSINESS PERMIT

TAX YEAR: _____

Date Receipt : _____

Tracking Number: _____

Business ID Number: _____

Documentary Requirements

- SEC / CDA Registration / DTI
- Contract of lease / MOA / Written consent (if leased)
- Tax Declaration / Transfer of Title (TCT) (if owned)
- Photo (frontage and interior), Sketch location of business
- Certificate of occupancy (if required)

Remarks:

Business Information and Registration

FORM OF ORGANIZATION

Cooperative Partnership Corporation

Sole Proprietorship

Male Female

One Person Corporation

Male Female

Registration Number

TIN:

BUSINESS NAME

Trade Name / Franchise (if applicable) _____

Main Office Address

House/Bldg. Np. Name of Building Block No. Lot No. Street

Subdivision Barangay City/Municipality Province Zip Code

Telephone Number: _____ Owner Mobile No.: _____ Representative Mobile No.: _____ Email Address: _____

For Sole Proprietorship

Surname Given Name Middle Name Suffix

For Corporation/Cooperative/Partnership Name of President/Officer in Charge

Surname Given Name Middle Name Suffix

BUSINESS OPERATION

Business Area (in sq.m.) _____ Total No. of Employee in Establishment _____ No. of Delivery Vehicles _____
Van / Truck: _____
Total Floor Area (in sq.m.) _____ Male _____ Female _____ Motorcycle: _____

BUSINESS LOCATION

House/Bldg. No. Name of Building Block No. Lot No. Street

Subdivision Barangay City/Municipality Province Zip Code

Owned? YES NO If Yes, Tax Declaration No. _____ Or Property Identification No. _____

Do you have Tax incentives from any Government Entity? Yes (Please attach a copy of your certificate) No

BUSINESS ACTIVITY Main Office Branch Office Admin Office Only Warehouse Others Pls Specify

LINE OF BUSINESS	CAPITALIZATION	PHILIPPINE STANDARD INDUSTRIAL CODE <small>(if applicable)</small>	PRODUCTS / SERVICES

I DECLARE UNDER PENALTY OF PERJURY that all information in this application are true and correct based on my personal knowledge and authentic records submitted to the Municipality of Taytay, Rizal. Any false or misleading information supplied or production of fake / falsified documents shall be grounds for appropriate legal action against me and automatically revokes the permit. I hereby agree that all personal data (as defined under the Data Privacy Law of 2012 and its implementing Rules and Regulations) and account transaction information or records with the Municipal Government of Taytay, Rizal may be processed, profiled or shared to requesting parties or for the purpose of any court, legal process, examination, inquiry and audit of investigation of any authority.

SIGNATURE OF APPLICANT / OWNER OVER PRINTED NAME

DESIGNATION/POSITION/TITLE

