



Republic of the Philippines
City of Calamba
Province of Laguna

OFFICE OF THE BUILDING OFFICIAL



SIGN PERMIT

APPLICATION NO.

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SP NO.

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BUILDING PERMIT NO.

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BOX1(TOBEACCOMPLISHEDINPRINTBYTHE OWNER/APPLICANT)

OWNER/APPLICANT		LAST NAME		FIRSTNAME		M.I.		TIN							
FORCONSTRUCTIONOWNED BYANENTERPRISE				FORMOF OWNERSHIP			USEORCHARACTEROFOCCUPANCY								
ADDRESS		NO.	STREET		BARANGAY		CITY/MUNICIPALITY		ZIPCODE		TELEPHONENO.				
LOCATIONOFCONSTRUCTION:LOTNO. _____BLKNO. _____TCTNO. _____TAXDEC.NO. _____															
STREET _____BARANGAY _____CITY//MUNICIPALITYOF _____															
SCOPEOF WORK															
<input type="checkbox"/> NEWCONSTRUCTION				<input type="checkbox"/> RENOVATION _____				<input type="checkbox"/> RAISING _____							
<input type="checkbox"/> ERECTION				<input type="checkbox"/> CONVERSION _____				<input type="checkbox"/> DEMOLITION _____							
<input type="checkbox"/> ADDITION				<input type="checkbox"/> REPAIR _____				<input type="checkbox"/> ACCESSORYBUILDINGSTRUCURE _____							
<input type="checkbox"/> ALTERATION				<input type="checkbox"/> MOVING _____				<input type="checkbox"/> OTHERS(Specify) _____							
USEORCHARACTEROFOCCUPANCY															
A. Typeof Display															
1. <input type="checkbox"/> Neon				a. <input type="checkbox"/> SingleFaced				2. <input type="checkbox"/> DoubleFaced				4. <input type="checkbox"/> Multi-Media			
				b. <input type="checkbox"/> Illuminated				3. <input type="checkbox"/> PaintedOn				5. <input type="checkbox"/> Others: _____			
B. TypeofInstallation															
1. <input type="checkbox"/> BusinessSign,WallType								4. <input type="checkbox"/> BusinessSign,Temporary				7. <input type="checkbox"/> AdvertisingSign,WallType			
2. <input type="checkbox"/> Business Sign,								5. <input type="checkbox"/> AdvertisingSign,ProjectingType				8. <input type="checkbox"/> AdvertisingSign,Others: _____			
ProjectingType															
3. <input type="checkbox"/> BusinessSign,GroundType								6. <input type="checkbox"/> AdvertisingSign,GroundType							
C. DisplaySize/Face				L(m)= _____				W(m)= _____				At(m²)= _____			

BOX2(TOBECHECKED,RECEIVEDAND RECORDED)

ACCOMPANYINGDOCUMENTS:(FIVE(5)SETSEACH,SIGNEDANDSEALED BY RESP		ONSIBLEDESIGNPROFESSIONAL)	
<input type="checkbox"/> CERTIFIEDXEROXCOPYOFTCT		<input type="checkbox"/> XEROXCOPYOFLOTPLANANDSITEDEVELOPMENTPLAN	
<input type="checkbox"/> IF NOT OWNED BY THE APPLICANT IN ADDITION TO THE CERTIFIEDXEROX COPY OF TCT, XEROX COPY OF CONTRACT OF LEASE		<input type="checkbox"/> PLANSOFSIGNSTRUCTURES,STRUCTURALDESIGNANDCOMPUTATIONS	
<input type="checkbox"/> XEROXCOPYOFTAXDECLARATIONANDLATESTREALTYTAXRECEIPT		<input type="checkbox"/> SPECIFICATIONANDCOSTESTIMATES	

BOX 3

DESIGNPROFESSIONALPLANSANDSPECIFICATIONS	
_____Date _____	
ARCHITECTAND/ORCIVILENGINEER (SignedandSealedOverPrintedName)	
Address	
PRCNo.	Validity
PTRNo.	DateIssued
Issued at	TIN

BOX 4

FULLTIMEISPECTORANDSUPERVISOROFCONSTRUCTIONWORKS	
_____Date _____	
ARCHITECTAND/ORCIVILENGINEER (SignedandSealedOverPrintedName)	
Address	
PRCNo.	Validity
PTRNo.	DateIssued
Issued at	TIN

BOX5

_____Date _____			
APPLICANT (SignedandSealedOverPrinted Name)			
Address:			
C.T.C.No.	DateIssued:	PlaceIssued:	TIN:

BOX 6

BUILDINGOWNER		
<div>(SignatureOverPrintedName) Date:_____</div>		
Address		
C.T.C No.	DateIssued	PlaceIssued:

BOX 6

WITHMYCONSENT:LOTOWNER		
<div>(SignatureOverPrintedName) Date:_____</div>		
Address		
C.T.C No.	DateIssued	PlaceIssued:

BOX6(TOBEACCOMPLISHEDBYTHEPROCESSINGANDEVALUATIONDIVISION)

FEEPAID:_____	DATEPAID:_____	OFFICIALRECEIPTNO._____	DATEISSUED_____
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BOX6(TOBEACCOMPLISHEDBYTHEBUILDINGOFFICIAL)ACTIONTAKEN:

Permitisherebyissued/granted to _____	withpostaladdressat _____
_____to install/erect/construct/attach/paint _____withtheword _____	
_____atthe premises of _____	
_____as per submitted plans pursuant to pertinent provisions of the "National Building Code"(PD 1096) and its Implementing Rules and Regulations and to the following conditions:	
<div>1. ThatunderArticle1723oftheCivilCodeofthePhilippines, theengineerorarchitectwhodrewuptheplansandspecificationsforabuilding/structureisresponsiblefordamages if within (15) years from the completion of the structure, the same should collapse due to defect in the plans or specifications or defects in the ground. Theengineerorarchitectwhosupervisestheconstructionshallbe solidarityliablewiththecontractorshouldtheedificecollapseduetodefectintheconstructionortheuseof inferior materials.</div> <div>2. Thattheproposedsignshallbein conformitywithRuleXXofthe"NationalBuildingCode"("PD 1096")<div>a. Thatprior to commencementoftheproposedprojectand construction/erection,anactualrelocation surveyshallbe conducted bythe responsible licensedgeodeticengineer.</div><div>b. Theherebycommencingtheexcavation,thepersonmakingorcausingtheexcavationstobemadeshallnotifyinwritingtheowneroftheadjoiningbuildingnot less than (10) days before such excavation is to be made and show how the adjoining building should be protected .</div><div>c. Thattheownerofthesignstructureshallengagetheservicesofaresponsiblelicensedarchitectorcivilengineertoundertakethefulltimesupervisionandinspection of the construction work.</div><div>d. That there shallbe kept at the jobsite a logbookof daily construction activities wherein the actual daily progress of construction including tests conducted,weathercondition,andotherpertinentdataaretoberecorded,sameshallbemadeavailablefor scrutinyandcommentsbytheOBOrepresentative duringthe conduct of his/her inspection pursuant to Section 207 of the National Building Code.</div><div>e. That upon completion of the construction/ sign structure, the responsible supervising licensed architect or civil engineer shall submit logbook duly signedand sealed by the Building Official including As-built plans and other documents.</div><div>f. That he shallalso prepareand submita Certificate of Completion of the project stating that the construction/sign structure conformsto the provision of the"National Building Code" (PD 1096) as well as with plans and specifications.</div></div> <div>3. That no sign shall be used and no change in existing character of occupancy classification of a building/structure or portionthereof shall be made until the BuildingOfficial has issued a Certificate of Use or Occupancy therefore as provided in the National Building Code.</div> <div>4. That this permit shall not serve as an exemption from securing permit/ written clearances from various government authorities exercising regulatory function affectingbuilding and other related structures.</div> <div>5. Signs shall adhere to the Code of Ethics for advertising and promotions and to the rules and regulations of the appropriate agency in- charge of the conduct of thebusiness.</div> <div>6. Signsshallpromoteandupholdthepublicgoodsespeciallyinhistoricalmonumentsand shrines,naturalscenicareas,parksparkwaysandtheirimmediateapproaches.Immediate approaches shall mean a distance not exceeding (50.00) meters from the periphery of said areas</div> <div>7. Signsshalldisplayorconveyonlymessageorvisualsthatconformtopublicdecencyandgoodtaste.</div> <div>8. Signs shall follow standards of design, construction and maintenance in the interest of public safety, convenience, good viewi9ng and to promote proper urban designand commu8nity structure.</div> <div>9. Sign structures may be constructed only in areas where zoning regulations permit them and in accordance with the accepted standard of Design, construction andmaintenance.</div> <div>10. Signs and sign structure shall be constructed in accordance with the provisions of Section 2003 of the "National Building Code" (PD 1096). Plans of sign structuresexceeding (3.00) meters in height from the ground shall be signed and sealed by the responsible designingarchitector civil engineer</div> <div>11. Signsandstructurebuiltwithinhighlyrestrictivefirezonesshallbeofhighlycombustiblematerials.Nocombustibleotherthanapprovedplasticshallbeusedonconstruction of electrical signs.</div> <div>12. Sign and sign structures equipped with electrical devices shall have an electrical plan conforming with provisions of the latest edition of the Philippine Electrical Codedulysigned and sealed by the responsible Professional Electrical Engineer; if the installation of the machinery israted Less than 500 KV Aor less than 600 volts.</div> <div>13. Signs shall be placed in such a manner that no part of its surface shall interfere in any way with a free use of a doorway, a fire escape, standpipe, or other requiredmeans of exit or fire -protective devices .</div> <div>14. SignswhicharewritteninforeignlanguageshallhavecorrespondingtranslationinEnglishorinthe localdialect.</div> <div>15. Thebottomlineofallsignboardsadjacenttoeachothershallfollowacommonbaselineasdeterminedbythebuildingofficial.</div>	
PERMITISSUED BY:	
<div>ENGR. JOSELITO M. GUEVARRA</div> <div>Building Official</div> <div>Date: _____</div>	