

Republic of the Philippines  
Department of Public Works & Highways  
Pamahalaang Lungsod /Bayan ng BALANGA  
Kalakhang Maynila/Lalawigan ng BATAAN

**TANGGAPAN NG PINUNONG PANGGUSALI**  
(Office of the Building Official)  
PROCESSING AND EVALUATION DIVISION  
Line and Grade Section

**REPAIR PERMIT**

APPLICATION NO.

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RP NO.

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BUILDING PERMIT NO

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**BOX 1 (TO BE ACCOMPLISHED BY THE OWNER/APPLICANT AND/OR A DULY LICENSED DESIGN PROFESSIONAL)**

OWNER/APPLICANT	LAST NAME	FIRST NAME	M.I.	TIN	
FOR CONSTRUCTION OWNED BY AN ENTERPRISE	FORM OF OWNERSHIP		USE OR CHARACTER OF OCCUPANCY		
ADDRESS:	NO.	STREET,	BARANGAY,	CITY/MUNICIPALITY	ZIP CODE TELEPHONE NO.
LOCATION OF CONSTRUCTION: LOT NO. _____ BLK NO. _____ TCT NO. _____ TAX DEC. NO _____					
STREET _____ BARANGAY _____ CITY/MUNICIPALITY OF _____					
SCOPE OF WORK					
<input type="checkbox"/> NEW CONSTRUCTION <input type="checkbox"/> RENOVATION _____ <input type="checkbox"/> DEMOLITION _____					
<input type="checkbox"/> ERECTION <input type="checkbox"/> CONVERSION _____ <input type="checkbox"/> ACCESSORY BUILDING/STRUCTURE _____					
<input type="checkbox"/> ADDITION <input type="checkbox"/> REPAIR _____ <input type="checkbox"/> OTHERS (SPECIFY) _____					
<input type="checkbox"/> ALTERATION <input type="checkbox"/> MOVING _____					

**BOX 2**

DESIGN PROFESSIONAL, PLANS AND SPECIFICATIONS	
Address	
PRC .NO:	Validity
PTR. NO :	Date issued
Issued at TIN	TIN

FULL-TIME INSPECTOR & SUPERVISOR OF CONSTRUCTION WORKS	
ARCHITECT OR CIVIL ENGINEER (SIGNED AND SEALED)	
Address	
PRC .NO	Validity
PTR. NO	Date issued
Issued at	TIN

**BOX 4**

BUILDING OWNER		
(Signature Over Printed Name)		
Address		
C.T.C. No.	Date Issued	Place Issued

**BOX 5**

WITH MY CONSENT : LOT OWNER		
(Signature Over Printed Name)		
Address		
C.T.C. No.	Date Issued	Place Issued

**BOX 6**

APPLICANT (Signature Over Printed Name)		
CTC NO.	DATE ISSUED	PLACE ISSUED
TIN		

FEE PAID \_\_\_\_\_ OFFICIAL RECEIPT NO. \_\_\_\_\_  
DATE PAID \_\_\_\_\_ DATE ISSUED \_\_\_\_\_

**BOX 7 (TO BE ACCOMPLISHED BY THE BUILDING OFFICIAL)**

ACTION TAKEN:

PERMIT IS HEREBY ISSUED /GRANTED SUBJECT TO THE FOLLOWING CONDITIONS:

1. That the proposed repair works shall be in conformity with the provisions of the "National Building Code" (PD 1096) and its Implementing Rules and Regulations.
2. That the owner and contractor shall be jointly responsible for the safety, protection, security and convenience of the general public and his/her personnel, third parties, the works, equipment and the like.
3. That his permit shall not serve as exemption from securing permits/written clearances from various government authorities exercising regulatory function affecting buildings and other related structures.

RECOMMENDING ISSUANCE OF REPAIR PERMIT:

\_\_\_\_\_  
CHIEF , PROCESSING AND RELEASING SECTION  
(Signature Over Printed Name)

\_\_\_\_\_  
CHIEF, INSPECTION AND ENFORCEMENT SECTION  
(Signature Over Printed Name)

\_\_\_\_\_  
CHIEF, EVALUATION DIVISION  
(Signature Over Printed Name)

PERMIT ISSUED:

**MIGUEL A. SANCHEZ III**

\_\_\_\_\_  
Pinunong Panggusali  
(Building Official)

**Requirements**

1. For Lot Owner

- ☐ TCT
- ☐ Tax Declaration
- ☐ Tax Receipt (Amilyar) Current Year

2. Repair Permit Form ( Duly Signed and Sealed by Civil Engineer)

3. Floor Plan ( Duly Signed and Sealed by Civil Engineer) ( with scope of works)

4. Barangay Construction Clearance (for Repair)

5. Bill of Materials

*b. For Non-registered owner (aside from #1)*

Secure one of the ff. documents from the  
Registered owner of the lot

- ☐ Contact of Lease (duly notarized)
- ☐ Written Consent (duly notarized)
- ☐ Deed of Sale (duly notarized)
- ☐ Certification From Government Office ( If Govt. Lot )