



# ARCHITECTURAL PERMIT

APPLICATION NO.

--	--	--	--	--	--	--	--	--	--

A NO.

--	--	--	--	--	--	--	--	--	--

BUILDING PERMIT NO.

		-					-			
--	--	---	--	--	--	--	---	--	--	--

**BOX 1 (TO BE ACCOMPLISHED BY THE OWNER / APPLICANT)**

OWNER / APPLICANT/COMPANY		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 / MOBILE 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"/> RAISING _____	
<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 (TO BE ACCOMPLISHED BY THE DESIGN PROFESSIONAL)**

<b>1. ARCHITECTURAL FACILITIES AND OTHER FEATURES PURSUANT TO BATA PAMBANSA BILANG 344, REQUIRING CERTAIN BUILDINGS, INSTITUTIONS, ESTABLISHMENTS AND PUBLIC UTILITIES TO INSTALL FACILITIES AND OTHER DEVICES.</b>					
<input type="checkbox"/> STAIRS		<input type="checkbox"/> WASH ROOMS AND TOILETS		<input type="checkbox"/> SWITCHES, CONTROLS, BUZZERS	
<input type="checkbox"/> WALKWAYS		<input type="checkbox"/> LIFTS/ELEVATORS		<input type="checkbox"/> DRINKING FOUNTAINS	
<input type="checkbox"/> CORRIDORS		<input type="checkbox"/> RAMPS		<input type="checkbox"/> PUBLIC TELEPHONES	
<input type="checkbox"/> DOORS, ENTRANCES & TRESHOLDS		<input type="checkbox"/> PARKING AREAS		<input type="checkbox"/> SEATING	
				<input type="checkbox"/> ACCOMMODATIONS	
				<input type="checkbox"/> OTHERS (SPECIFY) _____	
<b>2. PERCENTAGE OF SITE OCCUPANCY</b>					
PERCENTAGE OF BUILDING PERMIT _____ %					
PERCENTAGE OF IMPERVIOUS SURFACE AREA _____ %					
PERCENTAGE OF UNPAVED SURFACE AREA _____ %					
OTHERS (SPECIFY) _____					
<b>3. CONFORMANCE TO FIRE CODE OF THE PHILIPPINES (P.D. 1185)</b>					
<input type="checkbox"/> NUMBER AND WIDTH OF EXIT DOORS		<input type="checkbox"/> FIREWALLS		<input type="checkbox"/> FIRE FIGHTING AND SAFETY FACILITIES	
<input type="checkbox"/> WIDTH OF CORRIDORS		<input type="checkbox"/> SMOKE DETECTORS		<input type="checkbox"/> EMERGENCY LIGHTS	
<input type="checkbox"/> DISTANCE TO FIRE EXITS		<input type="checkbox"/> ACCESS TO PUBLIC STREETS			

**BOX 3**

<b>DESIGN PROFESSIONAL, PLANS AND SPECIFICATIONS</b>	
<p style="text-align: center;">_____  <b>ARCHITECTURAL ENGINEER</b>  (Signed and Sealed Over Printed Name)  Date _____</p>	
Address	
PRC No.	Validity
PTR No.	Date Issued
Issued at	TIN

**BOX 4**

<b>SUPERVISOR IN-CHARGE OF ARCHITECTURAL WORKS</b>	
<p style="text-align: center;">_____  <b>ARCHITECTURAL ENGINEER</b>  (Signed and Sealed Over Printed Name)  Date _____</p>	
Address	
PRC No.	Validity
PTR No.	Date Issued
Issued at	TIN

**BOX 5**

<b>BUILDING OWNER</b>		
<p style="text-align: center;">_____  (Signature Over Printed Name)  Date: _____</p>		
Address		
CTC No.	Date Issued	Place Issued

**BOX 6**

<b>WITH MY CONSENT: LOT OWNER</b>		
<p style="text-align: center;">_____  (Signature Over Printed Name)  Date: _____</p>		
Address		
CTC No.	Date Issued	Place Issued

**TO BE ACCOMPLISHED BY THE PROCESSING AND EVALUATION DIVISION**

**BOX 7**

RECEIVED BY :	DATE:
<b>FIVE (5) SETS OF ARCHITECTURAL DOCUMENTS</b>	
<input type="checkbox"/> 1. VICINITY MAP/LOCATION PLAN WITHIN A TWO-KILOMETER RADIUS <input type="checkbox"/> 2. SITE DEVELOPMENT PLAN <input type="checkbox"/> 3. PERSPECTIVE <input type="checkbox"/> 4. FLOOR PLANS <input type="checkbox"/> 5. ELEVATIONS, AT LEAST FOUR (4) <input type="checkbox"/> 6. SECTIONS, AT LEAST TWO (2) <input type="checkbox"/> 7. CEILING PLANS SHOWING LIGHTING FIXTURES AND DIFFUSERS	<input type="checkbox"/> 8. DETAILS OF RAMPS, PARKING FOR THE DISABLED, STAIRS, FIRE ESCAPES, CABINETS AND PARTITIONS <input type="checkbox"/> 9. SCHEDULE OF DOORS AND WINDOWS <input type="checkbox"/> 10. SCHEDULE OF FINISHES FOR FLOORS, CEILING AND WALLS <input type="checkbox"/> 11. ARCHITECTURAL INTERIOR <input type="checkbox"/> 12. SPECIFICATIONS <input type="checkbox"/> 13. COST ESTIMATE <input type="checkbox"/> 14. OTHERS (SPECIFY) _____

**BOX 8**

PROGRESS FLOW					
	IN		OUT		PROCESSED BY
	DATE	TIME	DATE	TIME	
ARCHITECTURAL					
SPECIFICATIONS					
OTHERS (SPECIFY)					

**BOX 9**

**ACTION TAKEN:**

**PERMIT IS HEREBY ISSUED SUBJECT TO THE FOLLOWING:**

1. THAT UNDER ARTICLE 1723 OF THE CIVIL CODE OF THE PHILIPPINES, THE ARCHITECT (AND ENGINEER) WHO DREW UP THE PLANS AND SPECIFICATIONS FOR A BUILDING/STRUCTURE IS RESPONSIBLE FOR DAMAGES IF WITHIN FIFTEEN (15) YEARS FROM THE COMPLETION OF THE BUILDING/STRUCTURE, THE SAME SHOULD COLLAPSE DUE TO DEFECT IN THE PLANS OR SPECIFICATIONS OR DEFECTS IN THE GROUND. THE ENGINEER OR ARCHITECT WHO SUPERVISES THE CONSTRUCTION SHALL BE SOLIDARILY LIABLE WITH THE CONTRACTOR SHOULD THE EDIFICE COLLAPSE DUE TO DEFECT IN THE CONSTRUCTION OR THE USE OF INFERIOR MATERIALS.
2. THAT THE PROPOSED ARCHITECTURAL WORKS SHALL BE IN ACCORDANCE WITH THE ARCHITECTURAL PLANS FILED WITH THIS OFFICE AND IN CONFORMITY WITH THE LATEST ARCHITECTURAL CODE OF THE PHILIPPINES, THE NATIONAL BUILDING CODE AND ITS IRR.
3. THAT PRIOR TO ANY CONSTRUCTION ACTIVITY, A DULY ACCOMPLISHED PRESCRIBED **"NOTICE OF CONSTRUCTION"** SHALL BE SUBMITTED TO THE OFFICE OF THE BUILDING OFFICIAL.
4. THAT UPON COMPLETION OF THE CONSTRUCTION, THE LICENSED FULL-TIME INSPECTOR AND SUPERVISOR/IN-CHARGE OF CONSTRUCTION WORKS SHALL SUBMIT THE ENTRY TO THE LOGBOOK DULY SIGNED AND SEALED TO THE BUILDING OFFICIAL INCLUDING AS-BUILT PLANS AND OTHER DOCUMENTS AND SHALL ALSO ACCOMPLISH AND SUBMIT A CERTIFICATE OF COMPLETION STATING THAT THE ARCHITECTURAL WORKS CONFORM TO THE PROVISIONS OF THE ARCHITECTURAL CODE, THE NATIONAL BUILDING CODE AND ITS IRR.
5. THAT THIS PERMIT IS NULL AND VOID UNLESS ACCOMPANIED BY THE BUILDING PERMIT.

**PERMIT ISSUED BY:**

**ENGR. FRANCIS JEROME P. RONQUILLO**

---

**OIC – Building Official**  
(Signature over Printed Name)  
Date \_\_\_\_\_