



Republic of the Philippines
MUNICIPALITY OF PANIQUI
Province of Tarlac



OFFICE OF THE MUNICIPAL TREASURER

REQUIREMENTS FOR BUSINESS PERMIT

Renewal of Business Registration

- (i) Basis for computing taxes, fees and charges (e.g. INCOME TAX RETURN) (PHOTOCOPY/XEROX COPY)
(BIR Form 2551Q (1st, 2nd, 3rd and 4th Qtr.)/ Audited Financial Statement/Affidavit of Gross Sales)
- (ii) Barangay Clearance (For Business Purpose) (PHOTOCOPY/XEROX COPY)
- (iii) Community Tax Certificate (Cedula) (TO BE SECURED AFTER ASSESSMENT) (PHOTOCOPY/XEROX COPY)
- (iv) Sanitary Permit to Operate (Health and Sanitation Office) (PHOTOCOPY/XEROX COPY)
- (v) Annual Inspection Certificate (Office of the Building Official) (PHOTOCOPY/XEROX COPY)
- (vi) Valid Fire Safety Inspection Certificate (Bureau of Fire Protection) (PHOTOCOPY/XEROX COPY)
- (vii) Contract of Lease (if Lessee)
(With copy of Lessor's Business Permit) (PHOTOCOPY/XEROX COPY)
- (viii) Market Clearance (for Commercial Arcade and Public Market Tenants ONLY) (PHOTOCOPY/XEROX COPY)
- (ix) Certificate of Registration from BIR (PHOTOCOPY/XEROX COPY)

NOTE: INCOMPLETE REQUIREMENTS, NO ASSESSMENT.

(PLS. MAKE SURE THAT YOU HAVE ALL THE DOCUMENTARY REQUIREMENTS NEEDED BEFORE FILING YOUR BUSINESS APPLICATION)