



Application Form for the Renewal of Business License

Tax Year _____
Cagayan de Oro City

Name of Owner:	Business Permit No.
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I HEREBY SWEAR to comply with the conditions stipulated hereunder in order to continue to operate the business activity covered by this application and that any violation will subject the undersigned to the corresponding penalties that are imposed or hereinafter to be imposed on the matter.

1. Pay all taxes and fees appurtenant to my business under existing ordinances.
2. Comply with the pertinent provisions of Ord. No. 4373-94, Ord. No. 8847-2003, the Codified Ordinance and other related rules and regulations.
3. Exercise due care and diligence in maintaining hygiene and sanitation in my business establishment.
4. Exhibit my Business Permit and Business Plate as well as pertinent official receipts relative to the payment of licenses, fees and/or taxes, in a conspicuous place visible to the public within my establishment.
5. Submit a copy of my Income Tax Return, together with a comparative audited Financial Statement, on or before April 20 of each Taxable Year.
6. Observe, when and where applicable, the requirements of the Social Security System (SSS) PhilHealth, Pag-IBIG, National Food Authority, Bureau of Internal Revenue, Department of Tourism, Philippine National Police, Philippine Coconut Authority, Department of Environment and Natural Resource.
7. Comply with the requirements of the National Building Code and the requirements of the Fire Code of the Philippines.
8. Comply, when and where applicable, with City Ordinance No. 11075-2008 as amended by Ord. No. 12135-2011.(No CCTV-No Business License Policy)

I SWEAR FURTHER that I will also comply with the requirements of **other Departments/Offices and Government Agencies/Instrumentalities** concerned within thirty (30) days from the issuance of my Business Permit as well as in their post licensing evaluation/monitoring of my business establishment during the taxable year, with the final understanding that non-compliance of any of the above conditions may cause the Business Permit issued for the above applied business to be revoked by the Office of the City Mayor

Signature over printed name of Applicant/Owner
(To be signed by Owner when filed personally by the Owner)

"OR" Signature over printed name of Manager/Duly Authorized Representative
(To be signed by Representative when filed by a Representative)

RECOMMENDING APPROVAL:

City Treasurer



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