

OFFICE OF THE BUILDING OFFICIAL
MECHANICAL PERMIT

APPLICATION NO.

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MP NO

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BUILDING PERMIT NO.

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

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							
☐ NEW CONSTRUCTION		☐ RENOVATION _____		☐ RAISING _____			
☐ ERECTION		☐ CONVERSION _____		☐ DEMOLITION _____			
☐ ADDITION		☐ REPAIR _____		☐ ACCESSORY BUILDING/STRUCTURE _____			
☐ ALTERATION		☐ MOVING _____		☐ OTHERS (Specify) _____			

BOX 2 (TO BE ACCOMPLISHED BY THE DESIGN PROFESSIONAL)

INSTALLATION AND OPERATION OF:		
☐ BOILER	☐ CENTRAL AIRCONDITIONING	☐ DUMBWAITER
☐ PRESSURE VESSEL	☐ MECHANICAL VENTILLATION	☐ PUMPS
☐ INTERNAL COMBUSTION ENGINE	☐ ESCALATOR	☐ COMPRESSED AIR, VACUUM, INSTITUTIONAL and/or INDUSTRIAL GAS
☐ REFRIGERATION AND ICE MAKING	☐ MOVING SIDEWALK	☐ PNEUMATIC TUBES, CONVEYORS and/or MONORAILS
☐ WINDOW TYPE AIRCONDITIONING	☐ FREIGHT ELEVATOR	☐ FUNICULAR
☐ PACKAGED/ SPLIT TYPE AIRCONDITIONING	☐ PASSENGER ELEVATOR	
☐ OTHERS (Specify) _____	☐ CABLE CAR	
PREPARED BY _____		

BOX 3

DESIGN PROFESSIONAL, PLANS AND SPECIFICATIONS	
_____ PROFESSIONAL MECHANICAL ENGINEER (Signed and Sealed Over Printed Name) Date _____	
Address	
PRC. No	Validity
PTR. No	Date Issued
Issued at	TIN

BOX 5

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

BOX 4

SUPERVISOR / IN-CHARGE OF MECHANICAL WORKS	
☐ PROFESSIONAL MECHANICAL ENGINEER ☐ MECHANICAL ENGINEER	
_____ (Signed and/or Sealed Over Printed Name) Date _____	
Address	
PRC. No	Validity
PTR. No	Date Issued
Issued at	TIN

BOX 6

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

TO BE ACCOMPLISHED BY THE PROCESSING AND EVALUATION DIVISION

BOX 7

RECEIVED BY:	DATE:
FIVE (5) SETS OF MECHANICAL DOCUMENTS	
☐ MECHANICAL PLANS AND SPECIFICATIONS	☐ COST ESTIMATES
☐ BILL OF MATERIALS	☐ OTHERS (Specify) _____

BOX 8

PROGRESS FLOW					
	IN		OUT		PROCESSED BY:
	DATE	TIME	DATE	TIME	
MECHANICAL					
OTHERS (Specify)					

BOX 9

ACTION TAKEN:

PERMIT IS HEREBY ISSUED SUBJECT TO THE FOLLOWING:

1. That the proposed mechanical works shall be in accordance with the mechanical plans filed with this Office and in conformity with the latest Philippine Mechanical Code, the National Building Code and its IRR.
2. That prior to any mechanical installation, a duly accomplished prescribed **"NOTICE OF CONSTRUCTION"** shall be submitted to the Office of the Building Official.
3. That upon completion of the mechanical works, the licensed supervisor/in-charge 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 the certificate of completion stating that the mechanical works conform to the provision of the Philippine Mechanical Code, the National Building Code and its IRR.
4. That this permit is **null and void** unless accompanied by the building permit.
5. That a Certificate of Operation shall be issued for the continuous use of mechanical installations.

PERMIT ISSUED BY:

Engr. RYAM J. TOLENTINO

BUILDING OFFICIAL
(Signature Over Printed Name)
Date _____