NBC FORM NO. B - 04

REPUBLIC OF THE PHILIPPINES
DARAGA, ALBAY

Office of the Building Official

APPLICATION FOR SIGN PERMIT

APPLICATION NO. | | | | | | | | | | |

DATE OF APPLICATION._____

BOX 1 (TO BE ACCOMPLISHED IN PRINT BY THE OWNER/APPLICANT AND BY THE DESIGN PROFESSIONAL

OWNER/APPLICANT	LAST NAME	FIRST NAME	M.I.	TIN

FOR CONSTRUCTION OWNED BY AN ENTERPRISE	FORM OF OWNERSHIP

ADDRESS: NO., STREET,	BARANGAY,	CITY/MUNICIPALITY	ZIP CODE	TELEPHONE NO

LOCATION OF CONSTRUCTION: LOT NO. _____ BLK NO. _____ TCT NO. _____ TAX DEC. NO._____

STREET_____ BARANGAY _____ **DARAGA, ALBAY**

SCOPE OF WORK

- ☐ NEW SIGN
- ☐ ERECTION
- ☐ ADDITION
- ☐ RENEWAL : SIGN PERMIT NO._____ DATE ISSUED: _____
- ☐ CONVERSION
- ☐ MOVING
- ☐ REPAIR
- ☐ RAISING
- ☐ ANCILLARY BUILDING/STRUCTURE
- ☐ OTHERS (Specify) _____

USE OR TYPE OF SIGN

A. Type of Display

1. Neon
2. Illuminated
3. Double Face
4. Painted-on
5. Multi-Media
6. Other _____

B. Type of Installation

1. Business Sign, Wall Type
2. Business Sign, Projecting Type
3. Business Sign, Ground Type
4. Business Sign, Temporary
5. Advertising Sign, Ground Type
6. Advertising Sign, Wall Type
7. Advertising Sign

C. Area/Dimension

L(m) = _____
W(m) = _____
At(m2) + _____

WORDINGS:

_____
_____
_____

BOX 2 (TO BE CHECKED, RECEIVED AND RECORDED)

ACCOMPANYING DOCUMENTS : (FIVE(5) SETS EACH SIGNED AND SEALED BY RESPONSIBLE DESIGN PROFESSIONLS)

- ☐ CERTIFIED COPY OF TCT
- ☐ IF NOT OWNED BY THE APPLICANT IN ADDITION TO THE CERTIFIED PHOTOCOPY OF CONTRACT OF LEASE
- ☐ PHOTOCOPY OF TAX DEC AND LATEST REALTY TAX RECEIPT
- ☐ PHOTOCOPY OF LOT PLAN AND SITE DEV'T. PLAN
- ☐ PLANS OR SIGN STRUCTURES, STRUCTURAL DESIGN AND COMPUTATION
- ☐ SPECIFICATIONS AND COST ESTIMATES

BOX 3

DESIGN PROFESSIONAL, PLANS AND SPECIFICATIONS

_____Date_____
ARCHITECT OR CIVIL ENGINEER
(Signed and Sealed Over Printed Name)

Address	
PRC. No	Validity
PTR. No	Date Issued
Issued at	TIN

BOX 4

FULL-TIME INSPECTOR AND SUPERVISOR OF CONSTRUCTION WORKS

_____Date_____
ARCHITECT OR CIVIL ENGINEER
(Signed and Sealed Over Printed Name)

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

WITH MY CONSENT: **LOT OWNER**

_____
(Signature Over Printed Name)
Date_____

Address		
C.T.C. No.	Date Issued	Place Issued

BUILDING OWNER	WITH MY CONSENT: LOT OWNER
(Signed & Sealed Over Printed Name) Date _____	(Signed & Sealed Over Printed Name) Date _____
Address	Address
C.T.C. No. | Date Issued | Place Issued	C.T.C. No. | Date Issued | Place Issued

Box 8 (TO BE ACCOMPLISHED BY THE PROCESSING AND EVALUATION DIVISION)

FEE PAID _____ DATE PAID _____ OFFICIAL RECEIPT NO. _____ DATE ISSUED_____

BOX 9 (TO BE ACCOMPLISHED BY THE BUILDING OFFICIAL)

ACTION TAKEN:

Permit is hereby issued/granted to _____with postal address at _____

To onstall/erect/construct/attach/paint_____with the word _____ at

the premises of_____ as per submitted plans pursuant to pertinent provisions of the "National Building Code" (PD 1096) and its Implementing Rules and Regulations and to the following conditions.

1. That under Article 1723 of the Civil Code of the Philippines, the engineer or architect who drew up the plans and specification for a building/structure is responsible for damages if within fifteen (15) years from the completion of the structure, the same should collapse due to defect in the plans or specifications or defect in the 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 sign shall be in conformity with Rule XX of the "National Building Cod" (PD 1096).
   a. That prior to commencement of the proposed project and construction/erection, an actual relocation survey shall be conducted by the responsible licensed geodetic engineer.
   b. That before commencing the excavation the person making or causing the excavations to be made shall notify in writing the owner of the adjoining building not less than ten (10) days before such excavation is to be made and show how the adjoining building should be protected.
   c. That the owner of the sign structure shall engage the services of a responsible licensed architect or civil engineer to undertake the full-time inspection and supervision of the construction work.
   d. That there shall be kept at the jobsite a logbook of daily construction activities wherein the actual daily progress of construction including tests conducted, whether condition and other pertinent data are to be recorded, same shall be made available for scrutiny and comments by the OBO representative during the conduct of his/her inspection pursuant to Section 207 of the National Building Code.
   e. That upon completion of the construction/sign structure, the responsible licensed supervising architect or civil engineer shall submit the logbook duly signed and sealed to the Building Official including as- built plans and other documents.
   f. That he shall also prepare and submit a Certificate of Completion of the project stating that the construction/sign structure conforms to the provision of the "National Building Code"(PD 1096) as well as with plans and specifications.
3. That no sign shall be used and no change in the existing character of occupancy classification of a building/structure or portion thereof shall be made until the Building Official has issued a Certificate of Use or Occupancy therefore as provided in the "National Building Code" (PD 1096).
4. That this permit shall not serve as an exemption from securing permit/written clearances from various government authorities exercising regulatory function affecting building and other related structures.
5. Signs shall adhere to the Code of Ethics for Advertising and Promotions and to the rules and regulations of the appropriate agency in-charge of the conduct of the business.
6. Signs shall promote and uphold the public goods especially in historical monuments and shrines, natural scenic areas, parks, parkways and their immediate approaches. Immediate approaches shall mean a distance not exceeding fifty (50.00) meters from the periphery of said areas.
7. Signs shall display or convey only message or visuals that conform to public decency and good taste.
8. Signs shall follow standards of design, construction and maintenance in the interest of the public safety, convenience, good viewing and promote proper urban design or community architecture.
9. Sign structures may be constructed only in the areas where zoning regulations permit them and in accordance with the accepted standards of design, construction and maintenance.
10. Signs and sign structures shall be constructed in accordance with the provisions of Section 2003 of the "National Building Code" (PD 1096). Plans of sign structure exceeding three (3.00) meters in height from the ground shall be signed and sealed by the responsible designing architect or civil engineer.
11. Signs and sign structures built within highly restrictive fire zones shall be of incombustible materials. No combustible materials other than approved plastic shall be used in construction of electrical signs.
12. Signs and sign structures equipped with electrical devices shall have an electrical plan conforming with the provisions of the latest edition of the Philippine Electrical Code duly signed and sealed by the responsible Professional Electrical Engineer, if the installation or the machinery is rated less than 500 kva or less than 600 volts.
13. Signs shall be placed in a such manner that no part of its surface will interfere in any way with the free use of a doorway, a fire escape, standpipe or other required means of exit and fire-protective devices.
14. Signs, which are written in foreign language, shall have corresponding translation in English or in the local dialect.
15. The bottom line of all signboards adjacent to each other shall follow a common base line as determined by the Building Official.

PERMIT ISSUED BY:

ENGR. FIEL L. MONTALLANA

OIC- MUNICIPAL ENGINEER