

Republic of the Philippines  
 Department of Public Works & Highways  
 Pamahalaang Lungsod/Bayan ng \_\_\_\_\_  
 Kalakhang Maynila/Lalawigan ng \_\_\_\_\_

TANGGAPAN NG PINUNONG PANGGUSALI  
 (Office of the Building Official)  
 PROCESSING AND EVALUATION DIVISION  
**Mechanical Section**

**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							
<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> RENOVATION		<input type="checkbox"/> DEMOLITION		<input type="checkbox"/> ACCESSORY BUILDING/STRUCTURE		
<input type="checkbox"/> ERECTION	<input type="checkbox"/> CONVERSION		<input type="checkbox"/> OTHERS (Specify)				
<input type="checkbox"/> ADDITION	<input type="checkbox"/> REPAIR						
<input type="checkbox"/> ALTERATION	<input type="checkbox"/> MOVING						

**BOX 2 (TO BE ACCOMPLISHED BY THE DESIGN PROFESSIONAL)**

INSTALLATION AND OPERATION OF:

<input type="checkbox"/> BOILER	<input type="checkbox"/> CENTRAL AIRCONDITIONING	<input type="checkbox"/> DUMBWAITER
<input type="checkbox"/> PRESSURE VESSEL	<input type="checkbox"/> MECHANICAL VENTILLATION	<input type="checkbox"/> PUMPS
<input type="checkbox"/> INTERNAL COMBUSTION ENGINE	<input type="checkbox"/> ESCALATOR	<input type="checkbox"/> COMPRESSED AIR, VACUUM, INSTITUTIONAL and/or INDUSTRIAL GAS
<input type="checkbox"/> REFRIGERATION AND ICE MAKING	<input type="checkbox"/> MOVING SIDEWALK	<input type="checkbox"/> PNEUMATIC TUBES, CONVEYORS and/or MONORAILS
<input type="checkbox"/> WINDOW TYPE AIRCONDITIONING	<input type="checkbox"/> FREIGHT ELEVATOR	<input type="checkbox"/> FUNICULAR
<input type="checkbox"/> PACKAGED/ SPLIT TYPE AIRCONDITIONING	<input type="checkbox"/> PASSENGER ELEVATOR	
<input type="checkbox"/> OTHERS (Specify)	<input type="checkbox"/> CABLE CAR	

PREPARED BY \_\_\_\_\_

**BOX 3**

DESIGN PROFESSIONAL, PLANS AND SPECIFICATIONS

\_\_\_\_\_  
 PROFESSIONAL MECHANICAL ENGINEER  
 (Signed and Sealed Over Printed Name)

Address \_\_\_\_\_

PRC No	Validity
PTR No	Date issued
Issued at	TIN

**BOX 4**

SUPERVISOR OF MECHANICAL WORKS

PROFESSIONAL MECHANICAL ENGINEER     MECHANICAL ENGINEER

\_\_\_\_\_  
 (Signed and/or Sealed Over Printed Name)

Address \_\_\_\_\_

PRC No	Validity
PTR No	Date issued
Issued at	TIN

**BOX 5**

BUILDING OWNER

\_\_\_\_\_  
 (Signature Over Printed Name)

Address \_\_\_\_\_

C.T.C. No	Date Issued	Place Issued
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**BOX 6**

WITH MY CONSENT LOT OWNER

\_\_\_\_\_  
 (Signature Over Printed Name)

Address \_\_\_\_\_

C.T.C. No.	Date Issued	Place Issued
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**BOX 7 (SUBMITTALS TO BE CHECKED, RECEIVED AND RECORDED)**

RECEIVED BY:	DATE:
<b>FIVE (5) SETS OF MECHANICAL DOCUMENTS</b>	
<input type="checkbox"/> MECHANICAL PLANS AND SPECIFICATIONS	<input type="checkbox"/> COST ESTIMATES
<input type="checkbox"/> BILL OF MATERIALS	<input type="checkbox"/> OTHERS (Specify) _____

**BOX 8 (TO BE ACCOMPLISHED BY THE MECHANICAL SECTION OF THE OFFICE OF THE BUILDING OFFICIAL) To be shown to the applicant.**

<b>PROGRESS FLOW</b>						
REVIEWED:	IN		OUT		ACTION/REMARKS	PROCESSED BY
	DATE	TIME	DATE	TIME		
CHIEF, MECHANICAL SECTION						
RECEIVING AND RECORDING						
MECHANICAL						
OTHERS (Specify)						

**BOX 9 (TO BE ACCOMPLISHED BY THE MECHANICAL SECTION OF THE OFFICE OF THE BUILDING OFFICIAL).**

<b>ASSESSED FEES</b>					
	AMOUNT DUE	ASSESSED BY	O.R. NUMBER	DATE PAID	REVIEWED BY:
MECHANICAL					CHIEF, PROCESSING AND EVALUATION DIVISION
OTHERS (Specify)					

**BOX 10**

**ACTION TAKEN:**

PERMIT IS HEREBY ISSUED SUBJECT TO THE FOLLOWING:

1. THAT THE DESIGNER IS AWARE THAT UNDER ARTICLE 1723 OF THE CIVIL CODE OF THE PHILIPPINES, HE/SHE IS RESPONSIBLE FOR DAMAGES IF IT SHOULD COLLAPSE WITHIN FIFTEEN (15) YEARS FROM THE COMPLETION OF THE BUILDING/STRUCTURE, IF DUE TO DEFECT IN THE PLANS OR SPECIFICATIONS OR DEFECT IN THE GROUND. HE/SHE IS THEREFORE ENJOINED TO CONDUCT PERIODIC INSPECTIONS OF THE BUILDING/STRUCTURE TO ENSURE THAT THE CONDITIONS UNDER WHICH THE BUILDING/STRUCTURE WAS DESIGNED ARE NOT BEING VIOLATED OR ABUSED.
2. 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 CODE AND ITS IRR.
3. THAT UPON COMPLETION OF THE MECHANICAL WORKS, THE LICENSED SUPERVISOR 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 CODE AND ITS IRR.
4. THAT THIS PERMIT IS NULL AND VOID UNLESS ACCOMPANIED BY THE BUILDING PERMIT.

RECOMMENDING ISSUANCE OF MECHANICAL PERMIT:

\_\_\_\_\_  
 CHIEF, MECHANICAL SECTION  
 (Signature Over Printed Name)  
 Date \_\_\_\_\_

\_\_\_\_\_  
 CHIEF, PROCESSING AND EVALUATION DIVISION  
 (Signature Over Printed Name)  
 Date \_\_\_\_\_

PERMIT ISSUED:

\_\_\_\_\_  
**Dinnong Banguzali**  
 (Building Official)  
 Date \_\_\_\_\_