

Republic of the Philippines  
 City/Municipality of \_\_\_\_\_  
 Province of \_\_\_\_\_

**OFFICE OF THE BUILDING OFFICIAL**

**TEMPORARY SIDEWALK  
 ENCLOSURE AND OCCUPANCY PERMIT**

APPLICATION NO.

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TSEOP NO

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BUILDING PERMIT NO.

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

OWNER/APPLICANT		LAST NAME	FIRST NAME	MIDDLE NAME	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 _____	
<b>SCOPE OF WORK</b>					
<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> RENOVATION _____	<input type="checkbox"/> DEMOLITION _____			
<input type="checkbox"/> ERECTION	<input type="checkbox"/> CONVERSION _____	<input type="checkbox"/> ACCESSORY BUILDING/STRUCTURE _____			
<input type="checkbox"/> ADDITION	<input type="checkbox"/> REPAIR _____	<input type="checkbox"/> OTHERS (Specify) _____			
<input type="checkbox"/> ALTERATION	<input type="checkbox"/> MOVING _____				

**BOX 2**

<b>DESIGN PROFESSIONAL, PLANS AND SPECIFICATIONS</b>	
_____ Date _____	
<b>ARCHITECT OR CIVIL ENGINEER</b> (Signed and Sealed Over Printed Name)	
Address _____	
PRC. No	Validity
PTR. No	Date Issued
Issued at	TIN

**BOX 3**

<b>FULL-TIME INSPECTOR AND SUPERVISOR OF CONSTRUCTION WORKS</b>	
_____ Date _____	
<b>ARCHITECT OR CIVIL ENGINEER</b> (Signed and Sealed Over Printed Name)	
Address _____	
PRC. No	Validity
PTR. No	Date Issued
Issued at	TIN

**BOX 4**

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

**BOX 5**

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

**BOX 6**

_____		
<b>APPLICANT</b> (Signature Over Printed Name) Date _____		
CTC NO.	DATE ISSUED	PLACE ISSUED
TIN		

**BOX 7 (TO BE ACCOMPLISHED BY THE PROCESSING AND EVALUATION DIVISION)**

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

**BOX 8 (TO BE ACCOMPLISHED BY THE BUILDING OFFICIAL)**

**ACTION TAKEN:**

Permit is hereby issued/granted to \_\_\_\_\_  
with postal address at \_\_\_\_\_  
for the enclosure and occupancy of the sidewalk with a frontage of \_\_\_\_\_ ( ) meters and a width of \_\_\_\_\_ ( ) meters or \_\_\_\_\_ ( ) square meters at the premises of \_\_\_\_\_ for the storage of construction materials for a period of \_\_\_\_\_ ( ) days inclusive from \_\_\_\_\_ to \_\_\_\_\_ pursuant to pertinent provisions of the "National Building Code" (PD 1096) and its Implementing Rules and Regulations and to the following conditions:

1. That the owner and contractor shall be jointly responsible for the safety, protection, security and convenience of the general public and his/her personnel, third parties, the works, equipment and the like.
2. That no enclosure shall be made without first providing the required temporary sidewalk plank which shall be properly maintained at all times.
3. The enclosure shall be made of wooden T&G, Gauge 26 corrugated G.I., or any other similar materials at least two (2.00) meters high, structurally sound and luminously painted for the safety and convenience of pedestrians. The width of the sidewalk shall be as indicated at the back hereof. The horizontal length of the enclosure and plank shall not extend beyond the affected area of the project.
4. That no commercial sign whatsoever shall be painted on, attached to or displayed at the sidewalk enclosure.
5. That this permit shall not serve as exemption from securing permits/written clearances from various government authorities exercising regulatory function affecting buildings and other related structures.

**PERMIT ISSUED BY:**

\_\_\_\_\_  
**BUILDING OFFICIAL**  
(Signature Over Printed Name)  
Date \_\_\_\_\_