



Republic of the Philippines
Province of Agusan del Sur
MUNICIPALITY OF SAN FRANCISCO



OFFICE OF THE MUNICIPAL MAYOR
BUSINESS PERMITS & LICENSING OFFICE

CITIZENS CHARTER

In compliance to Republic Act 11032 "An act of promoting ease of doing business and efficient delivery of government services"

BPLO FRONTLINE SERVICES

Service Offered: **ISSUANCE OF BUSINESS PERMIT RETIREMENT**

Availability of Services: MONDAY to FRIDAY, 8:00 AM-5:00 PM (NO NOON BREAK)

Requirements: 1.) Letter Informing Business Closure, 2.) Retirement Application Form, 3.) Payments from Treasurer's Office, 4.) Copy of Latest Business Permits

STEPS FOR CUSTOMER	STEPS FOR SERVICE PROVIDER	FEES	PROCESSING TIME	RESPONSIBLE PERSON
Step 1 APPLY Accomplished & Submit Required Documents	Interview and review documentary requirements Conduct site inspection		Twenty (20) minutes Sixty (60) minutes	Processor Dainah Mae L. Oclarit Inspectors Romil Enriquez Reynerio L. Tayre, Jr. James V. Tayabas
Step 2 PAY Proceed to Municipal Treasurers Office for Payment	Issuance of Official receipts	balance Quarterly Payment- Inspection Fee - 100.00 Certification Fee- 100.00 Documentary Stamp- 50.00	Thirty (30) Minutes	MTO Personnel
Step 3 CLAIM	Approval of Document			Processor Dainah Mae L. Oclarit

Claim Approved Business Retirement Certificate	Release Certificate of Business Retirement		Ten (10) minutes	Recommending Approval Cecille P. Gentallan BPLO Approval Grace Carmel D. Paredes-Bravo Municipal Mayor Releasing Ester C. Gogo
TOTAL RESPONSE TIME			One Twenty (120) minutes	

Service Offered:

DROPPING OF FRANCHISE

Availability of Services:

MONDAY to FRIDAY, 8:00 AM-5:00 PM (NO NOON BREAK)

Requirements:

Surrender MTOP Permit, Affidavit for dropping of MTOP Permit, Payments from Treasurer's Office

STEPS FOR CUSTOMER	STEPS FOR SERVICE PROVIDER	FEES	PROCESSING TIME	RESPONSIBLE PERSON
Step 1 Apply Accomplished & Submit Required Documents	Interview / Review of Clearances		Five (5) minutes	Verifier Romil L. Enriquez
Step 2 Pay Proceed to Municipal Treasurers Office for Payment	Issuance of Official receipts	DOF- 3,000.00 Documentary Stamp- 30.00 Certification Fee- 100.00	Ten (10) minutes	MTO Personnel
Step 2 Claim Claim Certificate of Dropped	Issuance & Approval of Document			Processor Maricar L. Daguio

Franchise	Release of necessary document		Ten (10) minutes	Cecille P. Gentallan Grace Carmel D. Paredes-Bravo Releasing Maricar L. Daguio
TOTAL RESPONSE TIME			Twenty (25) minutes	

Service Offered:

ISSUANCE OF OCCUPATIONAL / WORKING PERMITS

Availability of Services:

MONDAY to FRIDAY, 8:00 AM-5:00 PM (NO NOON BREAK)

Requirements:

1.) Barangay Clearance, 2.) 3 Pieces 1x1 Picture, 4.) Police Clearance

5.) Medical Certification/ Health Card at Rural Health Certificate

(If Jambolero, please attach Endorsement from MEEDMO, BUTCHER, please attach Endorsement from DA)

STEPS FOR CUSTOMER	STEPS FOR SERVICE PROVIDER	FEES	PROCESSING TIME	RESPONSIBLE PERSON
Step 1 APPLY Comply and submit required documents, fill up application form	Interview and review requirements		Five (5) minutes	Processor Reynerio L. Tayre, Jr.
Step 2 PAY Proceed to Municipal Treasurers Office for Payment	Issuance of Official receipts	Mayors Permit Fee- 150.00 Laboratory Fee- 375.00 Occupational I.D.- 100.00	Ten (10)minutes	MTO Personnel
Step 3 CLAIM Claim permit	Issuance of permit Release of occupational permit and ID		Five (5) minutes	Processor Reynerio L. Tayre, Jr. Recommending Approval Cecille P. Gentallan Approval Grace Carmel D. Paredes-Bravo

				Releasing Ester C. Gogo
TOTAL RESPONSE TIME			Twenty (20) minutes	

Service Offered:

ISSUANCE OF SPECIAL PERMITS

Availability of Services:

MONDAY to FRIDAY, 8:00 AM-5:00 PM (NO NOON BREAK)

Requirements:

- 1.) Request Letter duly signed by concern / Requisitioning agency / party / Received by Mayor Office
- 2.) Payment from Treasurer's Office / If Tarpaulins & Billboards – Please see the Building Official

STEPS FOR CUSTOMER	STEPS FOR SERVICE PROVIDER	FEES	PROCESSING TIME	RESPONSIBLE PERSON
Step 1 Submit letter request	Interview client and verify request		Five (5) minutes	Processor Dainah Mae L. Oclarit
Step 2 Proceed to Municipal Treasurers Office for Payment	Issuance of Official receipts	Special Permit Fee - Varies on activity conducted	Five (5) minutes	MTO Personnel
Step 3 Claim permit	Issuance of Permit & Approval Release of permit		Five (5) minutes	Processor Dainah Mae L. Oclarit Recommending Approval Cecille P. Gentallan Approval Grace Carmel D. Paredes-Bravo Releasing Ester C. Gogo
TOTAL RESPONSE TIME			Fifteen (15) minutes	



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CITIZENS CHARTER

In compliance to Republic Act 11032 “An act of promoting ease of doing business and efficient delivery of government services”

BPLO FRONTLINE SERVICES

Service Offered:

Availability of Services:

Requirements:

MOTOR TRICYCLE OPERATORS PERMIT (NEW APPLICATION)

MONDAY to FRIDAY, 8:00 AM-5:00 PM (NO NOON BREAK)

1. Notarized application form (pro-forma from BPLO) and letter of request for a franchise to operate tricycle, tri-wheeler
2. Valid Registration Papers from LTO of unit in possession of motorcycle/tricycle (Certificate of Registration/OR)
3. Deed of Sale, Proof of Purchase, Sidecar Certification & Official Receipts
4. Police Clearance
5. Driver's Medical Certificate
6. Barangay Clearance and Barangay Certification of Tricycle operating of no alternate route
7. Voter's ID/Voter Certification
8. Xerox Copy of Common Carrier's Insurance with COC of Third Party Liability and Passenger Liability,
9. Photocopy of unexpired Driver's License
10. Two copies 2x2 ID picture
11. Stencil of Engine and chassis numbers
12. Vehicle Photo.

STEPS BY STEP PROCEDURE			PROCESSING TIME	RESPONSIBLE PERSON
CLIENT/TAXPAYER	SERVICE PROVIDES STEPS	FEES		
STEP 1 APPLY Comply the required documents and bring unit for inspection	Interview client and review the completeness of documentary requirements, advise client to proceed to Motorpool for unit inspection as to road worthiness and to MTO for payment.		1 hour	Frontliner Romil L. Enriquez Inspection Motorpool Staff
STEP 2 PAY Proceed to Municipal Treasurer's Office for payment of corresponding fees for motor tricycle operators permit	Issuance of Official Receipts	Filling Fee – 1,000.00 Franchise Fee – 3,000.00 Registration Fee - 300.00 Mayor's Permit – 300.00 Sticker – 100.00 Inspection Fee – 75.00 Medical Certificate- 100.00 Security Fee- 10.00 Educ. Support Program Fee- 20.00 Road Maintenance Fee- 10.00 Driver's ID Card – 100.00 Seminar Fee – 100.00 Garbage Fee- 200.00 Occupational Permit Fee- 200.00 Doc. Stamp – 30.00	30 Minutes	MTO Personnel (Collector)
STEP 3 CLAIM				

<p>Submission of complete documentary requirements including the Official Receipt from MTO as proof of payment</p>	<ol style="list-style-type: none"> 1. Verification of submitted documents and transmits the application to the Motorized Tricycle Franchising and Regulatory Board (MTFRB) for approval. 2. Preparation of Motor tricycle Operators permit 3. Approval of Permits 4. Release of approved Permits, Provisional Authority, Laminated Drivers ID, Tarifa & Sticker 		<p>3 days</p>	<p>Verification Romil L. Enriquez</p> <p>Printing of Permit Maricar L. Daguio</p> <p>Recommending Approval Cecille P. Gentallan BPLO</p> <p>Approval Grace Carmel D. Paredes-Bravo Municipal Mayor</p> <p>Releasing James P. Tayabas</p>
<p>TOTAL RESPONSE TIME</p>			<p>3 days and 1 ½ hours</p>	



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**OFFICE OF THE MUNICIPAL MAYOR
BUSINESS PERMITS & LICENSING OFFICE**

CITIZENS CHARTER

Service Offered: **MOTOR TRICYCLE OPERATORS PERMIT (Renewal)**

Availability of Services: **MONDAY to FRIDAY, 8:00 AM-5:00 PM (NO NOON BREAK)**

Requirements:

1. Previous MTOP Permit
2. CR/OR/Tricycle for hire
3. Barangay Clearance and Barangay Certification of tricycle operating of no alternate route
4. Police Clearance
5. Medical Certificate
6. Xerox Copy of Common Carrier's Insurance with COC of Third-Party Liability and Passenger Liabilit
7. Photocopy of unexpired Driver's License
8. Two copies of 2x2 ID picture
9. Stencil of engine and chassis numbers
10. Tricycle unit photo
11. Certificate of attendance from a required yearly Seminar
12. Traffic Certification for No Pending unpaid violations

STEPS BY STEP PROCEDURE			PROCESSING TIME	RESPONSIBLE PERSON

CLIENT	SERVICE PROVIDER	FEES																												
<p>STEP 1 APPLY</p> <p>Comply the required documents and bring unit for inspection</p>	<p>Interview client and review the completeness of documentary requirements, advise client to proceed to Motorpool for unit inspection as to road worthiness and to MTO for payment.</p>		<p>1 hour</p>	<p>Frontliner Romil L. Enriquez</p>																										
<p>STEP 2 PAY</p> <p>Proceed to Municipal Treasurer's Office for payment of corresponding fees for motor tricycle operators permit</p>	<p>Issuance of Official Receipts</p>	<table border="0"> <tr><td>Registration Fee -</td><td>300.00</td></tr> <tr><td>Mayor's Permit –</td><td>300.00</td></tr> <tr><td>Sticker –</td><td>100.00</td></tr> <tr><td>Inspection Fee –</td><td>75.00</td></tr> <tr><td>Medical Certificate-</td><td>100.00</td></tr> <tr><td>Security Fee-</td><td>10.00</td></tr> <tr><td>Educ. Support Program Fee-</td><td>20.00</td></tr> <tr><td>Road Maintenance Fee-</td><td>10.00</td></tr> <tr><td>Driver's ID Card –</td><td>100.00</td></tr> <tr><td>Seminar Fee –</td><td>100.00</td></tr> <tr><td>Garbage Fee-</td><td>200.00</td></tr> <tr><td>Occupational Permit Fee-</td><td>200.00</td></tr> <tr><td>Doc. Stamp –</td><td>30.00</td></tr> </table>	Registration Fee -	300.00	Mayor's Permit –	300.00	Sticker –	100.00	Inspection Fee –	75.00	Medical Certificate-	100.00	Security Fee-	10.00	Educ. Support Program Fee-	20.00	Road Maintenance Fee-	10.00	Driver's ID Card –	100.00	Seminar Fee –	100.00	Garbage Fee-	200.00	Occupational Permit Fee-	200.00	Doc. Stamp –	30.00	<p>30 Minutes</p>	<p>MTO Personnel (Collector)</p>
Registration Fee -	300.00																													
Mayor's Permit –	300.00																													
Sticker –	100.00																													
Inspection Fee –	75.00																													
Medical Certificate-	100.00																													
Security Fee-	10.00																													
Educ. Support Program Fee-	20.00																													
Road Maintenance Fee-	10.00																													
Driver's ID Card –	100.00																													
Seminar Fee –	100.00																													
Garbage Fee-	200.00																													
Occupational Permit Fee-	200.00																													
Doc. Stamp –	30.00																													
<p>STEP 3 CLAIM</p> <p>Submission of complete documentary requirements</p>	<p>1. Verification of submitted documents. and</p>		<p>1 ½ hour</p>	<p>Verification Romil L. Enriquez</p>																										

including the Official Receipt from MTO as proof of payment	preparation of Motor Tricycle operators Permit. 2. Approval of Permits 3. Release of Permits, Laminated Drivers ID, Tarifa & Sticker			Printing Maricar L. Daguio Recommending Approval Cecille P. Gentallan BPLO Approval Grace Carmel D. Paredes-Bravo Municipal Mayor Releasing James P. Tayabas
TOTAL RESPONSE TIME			3 hours	



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BPLO FRONTLINE SERVICES

Service Offered: **ISSUANCE OF BUSINESS PERMITS (New/Renew)**

Availability of Services: MONDAY to FRIDAY, 8:00 AM-5:00 PM (NO NOON BREAK)

Requirements: 1.) Business Tax Payment 2.) Barangay Clearance, 3.) Landholding Certificate, 4.) Sanitary Permit 5.) Solid Waste Clearance, 6.) Zoning Clearance, 7.) Occupancy Permit, 8.) Fire Safety Inspection Certificate (FSIC), 9.) Police Clearance, 10.) Real Property Tax Clearance, 11. Tourism Clearance (for Accommodations), 12. Contract of Lease
If New- Additional DTI (if sole proprietor), SEC (if Corporation), CDA (if Cooperative) and attached National Agencies LTO if applicable

STEPS FOR CUSTOMER	STEPS FOR SERVICE PROVIDER	FEES	PROCESSING TIME	RESPONSIBLE PERSON
STEP 1 APPLY Application Filling with attached documentary requirements	Interview client and Review completeness of the documentary requirements Gross Sales Assessment		Twenty (20) minutes	Verifier Philip Ryan G. Espinosa Dainah Mae L. Oclarit Maricar L. Daguio Grace M. Degorio James P. Tayabas Assessor Cecille P. Gentallan BPLO

STEP 2 PAY
 Proceed to Municipal Treasurer's Office for One Time Payment of Fees, Taxes and Charges

Issuance of Official receipts

Regulatory Fees and Business Taxes

PERMIT AND REGULATORY FEES

ARTICLE 7

Mayor's Permit Fee on Business

SECTION 30. **Imposition of Fee.** There shall be collected an annual Regulatory fee for the issuance of Mayor's/Business Permit to operate a business within the municipality.

1) Mayor's Clearance	100.00
2) Police Clearance	100.00
3) Realty Tax Clearance	100.00
4) Land Holding Certificate	100.00/page
5) Zoning Certificate	100.00
6) Health Clearance	100.00
7) Fire Clearance	100.00
8) Business Tax Clearance	100.00
9) Building Permit Clearance	100.00
10) MENRO Clearance	100.00
11) Fire Safety Inspection fee	100.00
12) Health Certificate	100.00/per employee
13) Business Inspection fee	100.00
14) Educational Support Program Fee (ESPF)	20.00
15) Road Maintenance Fee (RMF)	10.00
16) Security Fee (SF)	10.00
17) Environmental Fee	30.00
18) Anti-Smoking Sticker	50.00
19) Tourism Clearance (Applicable to Restaurants, Hotels, Apartelles, Lodging Houses and the likes)	100.00

Twenty (20) minutes

MTO Personnel

GRADUATED TAXPAYER RATES

SECTION 1. Section 1 of this title shall be amended to read: "The following rates shall be levied on the taxable property within the territory of the municipality for the following purposes:

(A) On individuals, corporations, partnerships, associations, trusts, estates, and other persons or entities, the following rates shall be levied on the taxable property within the territory of the municipality for the following purposes:

Amount of Gross Value/Assessable Value	Rate per Annum
0.00 to \$250,000.00	0.75%
\$250,000.00 to \$500,000.00	0.80%
\$500,000.00 to \$750,000.00	0.85%
\$750,000.00 to \$1,000,000.00	0.90%
\$1,000,000.00 to \$1,500,000.00	0.95%
\$1,500,000.00 to \$2,000,000.00	1.00%
\$2,000,000.00 to \$2,500,000.00	1.05%
\$2,500,000.00 to \$3,000,000.00	1.10%
\$3,000,000.00 to \$3,500,000.00	1.15%
\$3,500,000.00 to \$4,000,000.00	1.20%
\$4,000,000.00 to \$4,500,000.00	1.25%
\$4,500,000.00 to \$5,000,000.00	1.30%
\$5,000,000.00 to \$5,500,000.00	1.35%
\$5,500,000.00 to \$6,000,000.00	1.40%
\$6,000,000.00 to \$6,500,000.00	1.45%
\$6,500,000.00 to \$7,000,000.00	1.50%
\$7,000,000.00 to \$7,500,000.00	1.55%
\$7,500,000.00 to \$8,000,000.00	1.60%
\$8,000,000.00 to \$8,500,000.00	1.65%
\$8,500,000.00 to \$9,000,000.00	1.70%
\$9,000,000.00 to \$9,500,000.00	1.75%
\$9,500,000.00 to \$10,000,000.00	1.80%
\$10,000,000.00 to \$10,500,000.00	1.85%
\$10,500,000.00 to \$11,000,000.00	1.90%
\$11,000,000.00 to \$11,500,000.00	1.95%
\$11,500,000.00 to \$12,000,000.00	2.00%
\$12,000,000.00 to \$12,500,000.00	2.05%
\$12,500,000.00 to \$13,000,000.00	2.10%
\$13,000,000.00 to \$13,500,000.00	2.15%
\$13,500,000.00 to \$14,000,000.00	2.20%
\$14,000,000.00 to \$14,500,000.00	2.25%
\$14,500,000.00 to \$15,000,000.00	2.30%
\$15,000,000.00 to \$15,500,000.00	2.35%
\$15,500,000.00 to \$16,000,000.00	2.40%
\$16,000,000.00 to \$16,500,000.00	2.45%
\$16,500,000.00 to \$17,000,000.00	2.50%
\$17,000,000.00 to \$17,500,000.00	2.55%
\$17,500,000.00 to \$18,000,000.00	2.60%
\$18,000,000.00 to \$18,500,000.00	2.65%
\$18,500,000.00 to \$19,000,000.00	2.70%
\$19,000,000.00 to \$19,500,000.00	2.75%
\$19,500,000.00 to \$20,000,000.00	2.80%
\$20,000,000.00 to \$20,500,000.00	2.85%
\$20,500,000.00 to \$21,000,000.00	2.90%
\$21,000,000.00 to \$21,500,000.00	2.95%
\$21,500,000.00 to \$22,000,000.00	3.00%
\$22,000,000.00 to \$22,500,000.00	3.05%
\$22,500,000.00 to \$23,000,000.00	3.10%
\$23,000,000.00 to \$23,500,000.00	3.15%
\$23,500,000.00 to \$24,000,000.00	3.20%
\$24,000,000.00 to \$24,500,000.00	3.25%
\$24,500,000.00 to \$25,000,000.00	3.30%
\$25,000,000.00 to \$25,500,000.00	3.35%
\$25,500,000.00 to \$26,000,000.00	3.40%
\$26,000,000.00 to \$26,500,000.00	3.45%
\$26,500,000.00 to \$27,000,000.00	3.50%
\$27,000,000.00 to \$27,500,000.00	3.55%
\$27,500,000.00 to \$28,000,000.00	3.60%
\$28,000,000.00 to \$28,500,000.00	3.65%
\$28,500,000.00 to \$29,000,000.00	3.70%
\$29,000,000.00 to \$29,500,000.00	3.75%
\$29,500,000.00 to \$30,000,000.00	3.80%
\$30,000,000.00 to \$30,500,000.00	3.85%
\$30,500,000.00 to \$31,000,000.00	3.90%
\$31,000,000.00 to \$31,500,000.00	3.95%
\$31,500,000.00 to \$32,000,000.00	4.00%
\$32,000,000.00 to \$32,500,000.00	4.05%
\$32,500,000.00 to \$33,000,000.00	4.10%
\$33,000,000.00 to \$33,500,000.00	4.15%
\$33,500,000.00 to \$34,000,000.00	4.20%
\$34,000,000.00 to \$34,500,000.00	4.25%
\$34,500,000.00 to \$35,000,000.00	4.30%
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\$35,500,000.00 to \$36,000,000.00	4.40%
\$36,000,000.00 to \$36,500,000.00	4.45%
\$36,500,000.00 to \$37,000,000.00	4.50%
\$37,000,000.00 to \$37,500,000.00	4.55%
\$37,500,000.00 to \$38,000,000.00	4.60%
\$38,000,000.00 to \$38,500,000.00	4.65%
\$38,500,000.00 to \$39,000,000.00	4.70%
\$39,000,000.00 to \$39,500,000.00	4.75%
\$39,500,000.00 to \$40,000,000.00	4.80%
\$40,000,000.00 to \$40,500,000.00	4.85%
\$40,500,000.00 to \$41,000,000.00	4.90%
\$41,000,000.00 to \$41,500,000.00	4.95%
\$41,500,000.00 to \$42,000,000.00	5.00%
\$42,000,000.00 to \$42,500,000.00	5.05%
\$42,500,000.00 to \$43,000,000.00	5.10%
\$43,000,000.00 to \$43,500,000.00	5.15%
\$43,500,000.00 to \$44,000,000.00	5.20%
\$44,000,000.00 to \$44,500,000.00	5.25%
\$44,500,000.00 to \$45,000,000.00	5.30%
\$45,000,000.00 to \$45,500,000.00	5.35%
\$45,500,000.00 to \$46,000,000.00	5.40%
\$46,000,000.00 to \$46,500,000.00	5.45%
\$46,500,000.00 to \$47,000,000.00	5.50%
\$47,000,000.00 to \$47,500,000.00	5.55%
\$47,500,000.00 to \$48,000,000.00	5.60%
\$48,000,000.00 to \$48,500,000.00	5.65%
\$48,500,000.00 to \$49,000,000.00	5.70%
\$49,000,000.00 to \$49,500,000.00	5.75%
\$49,500,000.00 to \$50,000,000.00	5.80%
\$50,000,000.00 to \$50,500,000.00	5.85%
\$50,500,000.00 to \$51,000,000.00	5.90%
\$51,000,000.00 to \$51,500,000.00	5.95%
\$51,500,000.00 to \$52,000,000.00	6.00%
\$52,000,000.00 to \$52,500,000.00	6.05%
\$52,500,000.00 to \$53,000,000.00	6.10%
\$53,000,000.00 to \$53,500,000.00	6.15%
\$53,500,000.00 to \$54,000,000.00	6.20%
\$54,000,000.00 to \$54,500,000.00	6.25%
\$54,500,000.00 to \$55,000,000.00	6.30%
\$55,000,000.00 to \$55,500,000.00	6.35%
\$55,500,000.00 to \$56,000,000.00	6.40%
\$56,000,000.00 to \$56,500,000.00	6.45%
\$56,500,000.00 to \$57,000,000.00	6.50%
\$57,000,000.00 to \$57,500,000.00	6.55%
\$57,500,000.00 to \$58,000,000.00	6.60%
\$58,000,000.00 to \$58,500,000.00	6.65%
\$58,500,000.00 to \$59,000,000.00	6.70%
\$59,000,000.00 to \$59,500,000.00	6.75%
\$59,500,000.00 to \$60,000,000.00	6.80%
\$60,000,000.00 to \$60,500,000.00	6.85%
\$60,500,000.00 to \$61,000,000.00	6.90%
\$61,000,000.00 to \$61,500,000.00	6.95%
\$61,500,000.00 to \$62,000,000.00	7.00%
\$62,000,000.00 to \$62,500,000.00	7.05%
\$62,500,000.00 to \$63,000,000.00	7.10%
\$63,000,000.00 to \$63,500,000.00	7.15%
\$63,500,000.00 to \$64,000,000.00	7.20%
\$64,000,000.00 to \$64,500,000.00	7.25%
\$64,500,000.00 to \$65,000,000.00	7.30%
\$65,000,000.00 to \$65,500,000.00	7.35%
\$65,500,000.00 to \$66,000,000.00	7.40%
\$66,000,000.00 to \$66,500,000.00	7.45%
\$66,500,000.00 to \$67,000,000.00	7.50%
\$67,000,000.00 to \$67,500,000.00	7.55%
\$67,500,000.00 to \$68,000,000.00	7.60%
\$68,000,000.00 to \$68,500,000.00	7.65%
\$68,500,000.00 to \$69,000,000.00	7.70%
\$69,000,000.00 to \$69,500,000.00	7.75%
\$69,500,000.00 to \$70,000,000.00	7.80%
\$70,000,000.00 to \$70,500,000.00	7.85%
\$70,500,000.00 to \$71,000,000.00	7.90%
\$71,000,000.00 to \$71,500,000.00	7.95%
\$71,500,000.00 to \$72,000,000.00	8.00%
\$72,000,000.00 to \$72,500,000.00	8.05%
\$72,500,000.00 to \$73,000,000.00	8.10%
\$73,000,000.00 to \$73,500,000.00	8.15%
\$73,500,000.00 to \$74,000,000.00	8.20%
\$74,000,000.00 to \$74,500,000.00	8.25%
\$74,500,000.00 to \$75,000,000.00	8.30%
\$75,000,000.00 to \$75,500,000.00	8.35%
\$75,500,000.00 to \$76,000,000.00	8.40%
\$76,000,000.00 to \$76,500,000.00	8.45%
\$76,500,000.00 to \$77,000,000.00	8.50%
\$77,000,000.00 to \$77,500,000.00	8.55%
\$77,500,000.00 to \$78,000,000.00	8.60%
\$78,000,000.00 to \$78,500,000.00	8.65%
\$78,500,000.00 to \$79,000,000.00	8.70%
\$79,000,000.00 to \$79,500,000.00	8.75%
\$79,500,000.00 to \$80,000,000.00	8.80%
\$80,000,000.00 to \$80,500,000.00	8.85%
\$80,500,000.00 to \$81,000,000.00	8.90%
\$81,000,000.00 to \$81,500,000.00	8.95%
\$81,500,000.00 to \$82,000,000.00	9.00%
\$82,000,000.00 to \$82,500,000.00	9.05%
\$82,500,000.00 to \$83,000,000.00	9.10%
\$83,000,000.00 to \$83,500,000.00	9.15%
\$83,500,000.00 to \$84,000,000.00	9.20%
\$84,000,000.00 to \$84,500,000.00	9.25%
\$84,500,000.00 to \$85,000,000.00	9.30%
\$85,000,000.00 to \$85,500,000.00	9.35%
\$85,500,000.00 to \$86,000,000.00	9.40%
\$86,000,000.00 to \$86,500,000.00	9.45%
\$86,500,000.00 to \$87,000,000.00	9.50%
\$87,000,000.00 to \$87,500,000.00	9.55%
\$87,500,000.00 to \$88,000,000.00	9.60%
\$88,000,000.00 to \$88,500,000.00	9.65%
\$88,500,000.00 to \$89,000,000.00	9.70%
\$89,000,000.00 to \$89,500,000.00	9.75%
\$89,500,000.00 to \$90,000,000.00	9.80%
\$90,000,000.00 to \$90,500,000.00	9.85%
\$90,500,000.00 to \$91,000,000.00	9.90%
\$91,000,000.00 to \$91,500,000.00	9.95%
\$91,500,000.00 to \$92,000,000.00	10.00%
\$92,000,000.00 to \$92,500,000.00	10.05%
\$92,500,000.00 to \$93,000,000.00	10.10%
\$93,000,000.00 to \$93,500,000.00	10.15%
\$93,500,000.00 to \$94,000,000.00	10.20%
\$94,000,000.00 to \$94,500,000.00	10.25%
\$94,500,000.00 to \$95,000,000.00	10.30%
\$95,000,000.00 to \$95,500,000.00	10.35%
\$95,500,000.00 to \$96,000,000.00	10.40%
\$96,000,000.00 to \$96,500,000.00	10.45%
\$96,500,000.00 to \$97,000,000.00	10.50%
\$97,000,000.00 to \$97,500,000.00	10.55%
\$97,500,000.00 to \$98,000,000.00	10.60%
\$98,000,000.00 to \$98,500,000.00	10.65%
\$98,500,000.00 to \$99,000,000.00	10.70%
\$99,000,000.00 to \$99,500,000.00	10.75%
\$99,500,000.00 to \$100,000,000.00	10.80%

(B) On individuals, corporations, partnerships, associations, trusts, estates, and other persons or entities, the following rates shall be levied on the taxable property within the territory of the municipality for the following purposes:

Amount of Gross Value/Assessable Value	Rate per Annum
0.00 to \$250,000.00	0.75%
\$250,000.00 to \$500,000.00	0.80%
\$500,000.00 to \$750,000.00	0.85%
\$750,000.00 to \$1,000,000.00	0.90%
\$1,000,000.00 to \$1,500,000.00	0.95%
\$1,500,000.00 to \$2,000,000.00	1.00%
\$2,000,000.00 to \$2,500,000.00	1.05%
\$2,500,000.00 to \$3,000,000.00	1.10%
\$3,000,000.00 to \$3,500,000.00	1.15%
\$3,500,000.00 to \$4,000,000.00	1.20%
\$4,000,000.00 to \$4,500,000.00	1.25%
\$4,500,000.00 to \$5,000,000.00	1.30%
\$5,000,000.00 to \$5,500,000.00	1.35%
\$5,500,000.00 to \$6,000,000.00	1.40%
\$6,000,000.00 to \$6,500,000.00	1.45%
\$6,500,000.00 to \$7,000,000.00	1.50%
\$7,000,000.00 to \$7,500,000.00	1.55%
\$7,500,000.00 to \$8,000,000.00	1.60%
\$8,000,000.00 to \$8,500,000.00	1.65%
\$8,500,000.00 to \$9,000,000.00	1.70%
\$9,000,000.00 to \$9,500,000.00	1.75%
\$9,500,000.00 to \$10,000,000.00	1.80%
\$10,000,000.00 to \$10,500,000.00	1.85%
\$10,500,000.00 to \$11,000,000.00	1.90%
\$11,000,000.00 to \$11,500,000.00	1.95%
\$11,500,000.00 to \$12,000,000.00	2.00%
\$12,000,000.00 to \$12,500,000.00	2.05%
\$12,500,000.00 to \$13,000,000.00	2.10%
\$13,000,000.00 to \$13,500,000.00	2.15%
\$13,500,000.00 to \$14,000,000.00	2.20%
\$14,000,000.00 to \$14,500,000.00	2.25%
\$14,500,000.00 to \$15,000,000.00	2.30%
\$15,000,000.00 to \$15,500,000.00	2.35%
\$15,500,000.00 to \$16,000,000.00	2.40%
\$16,000,000.00 to \$16,500,000.00	2.45%
\$16,500,000.00 to \$17,000,000.00	

<p>STEP 3 CLAIM Present OR & Attached Documentary Requirements Claim Business Permit</p>	<p>Printing of Business Permit</p> <p>Approval of Document</p> <p>Released of Business Permits Business License Plate</p>		<p>Twenty (20) minutes</p>	<p>Processor Dainah Mae L. Oclarit Maricar L. Daguio</p> <p>Recommending Approval Cecille P. Gentallan BPLO</p> <p>Approval Grace Carmel D. Paredes-Bravo Municipal Mayor</p> <p>Releasing Ester C. Gogo</p>
<p>TOTAL RESPONSE TIME</p>			<p>60 minutes</p>	

