

Republic of the Philippines
San Jose City
Nueva Ecija
OFFICE OF THE BUILDING OFFICIAL

MECHANICAL PERMIT

APPLICATION NO.	MP NO.	BUILDING PERMIT NO.

BOX 1 (TO BE ACCOMPLISHED BY THE OWNER)

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. _____
STREET _____		BARANGAY _____		CITY/MUNICIPALITY _____
SCOPE OF WORK				
<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> RENOVATION _____	<input type="checkbox"/> RAISING _____		
<input type="checkbox"/> ERECTION	<input type="checkbox"/> CONVERSION _____	<input type="checkbox"/> DEMOLITION _____		
<input type="checkbox"/> ADDITION	<input type="checkbox"/> REPAIR _____	<input type="checkbox"/> ACCESSORY/BUILDING/STRUCTURE _____		
<input type="checkbox"/> ALTERATION	<input type="checkbox"/> MOVING _____	<input type="checkbox"/> OTHERS (Specify) _____		

BOX 2 (TO BE ACCOMPLISHED BY THE DESIGN OFFICIAL)

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
<input type="checkbox"/> REFRIGERATION AND ICE MAKING	<input type="checkbox"/> MOVING SIDEWALK	<input type="checkbox"/> INSTITUTIONAL and/or INDUSTRIAL GAS
<input type="checkbox"/> WINDOW TYPE AIRCONDITIONING	<input type="checkbox"/> FREIGHT ELEVATOR	<input type="checkbox"/> PNEUMATIC TUBES, CONVEYORS
<input type="checkbox"/> PACKAGED/SPLIT TYPE AIRCONDITIONING	<input type="checkbox"/> PASSENGER ELEVATOR	and/or MONORAILS
<input type="checkbox"/> OTHERS (Specify) _____	<input type="checkbox"/> CABLE CAR	<input type="checkbox"/> FUNICULAR
PREPARED BY _____		

BOX 3

DESIGN PROFESSIONAL, PLANS AND SPECIFICATIONS	
<p>_____ PROFESSIONAL MECFHANICAL ENGINEER (Signed and Sealed Over Printed Name) Date _____</p>	
ADDRESS	
PRC. NO.	VALIDITY
PTR.NO.	DATE ISSUED
Issued at	TIN

BOX 4

SUPERVISOR /IN-CHARGE OF MECHANICAL WORKS	
<input type="checkbox"/> PROFESSIONAL MECHANICAL ENGINEER <input type="checkbox"/> MECHANICAL ENGINEER	
<p>_____ PROFESSIONAL MECFHANICAL ENGINEER (Signed and Sealed Over Printed Name) Date _____</p>	
ADDRESS	
PRC. NO.	VALIDITY
PTR.NO.	DATE ISSUED
Issued at	TIN

BOX 5

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

BOX 6

WITH MY CONSENT: LOT OWNER		
<p>_____ (Signature Over Printed Name) Date _____</p>		
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	
<input type="checkbox"/> MECHANICAL PLANS AND SPECIFICATION	<input type="checkbox"/> COST ESTIMATES
<input type="checkbox"/> BILL OF MATERIALS	<input type="checkbox"/> 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 Mechanical Code of the Philippines, 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:

BUILDING OFFICIAL
 (Signature Over Printed Name)
 Date _____