San Jose City – 3121

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Office of the City Mayor

**BUSINESS PERMIT AND LICENSE OFFICE**

**APPLICATION FOR RETIREMENT OF BUSINESS**

**CHRISTOPHER R. PABALAN**

License Officer III

Business Permit and License Office

San Jose City, N.E.

Sir:

Please be informed that I am retiring my business \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(BUSINESS NAME)**

situated at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, San Jose City, Nueva Ecija

**(BUSINESS ADDRESS)**

effective \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the following reasons:

**(CEASATION DATE OF BUSINESS)**

I therefore, request for the proper clearance and approval.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| VERIFIED/INSPECTED BY: |  | | |  |  |  |
| REMARKS/FINDINGS: |  | | |  |  | Truly yours, |
| DATE OF INSPECTION |  | |  |  |  |  |
| SIGNATURE (BPLO STAFF): |  | | |  |  |  |
|  | |  | |  |  | APPLICANT’S SIGNATURE OVER PRINTED NAME |

Recommending Approval:

Approved:

**CHRISTOPHER R. PABALAN**

License Officer III **ALEXANDER GLEN E. BAUTISTA**

City Administrator

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CERTIFICATION** | | | | | |
| **TO ALL CONCERNED:**  This is to certify that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, applicant for the retirement of business in the city of San Jose has been found clear of all the required fees corresponding to its period of operation and is hereby accepted and approved.  **ARREARS, if any:**  Until otherwise settled, favorable action shall be withheld on the taxpayer with arrears. | | | | | |
| **ON RECORD:** | | |  | NOTE: | *If business is located within City Public Market only* |
| Installment payment made: | | |  | |  |
| O.R. No: |  | | Verified by: | |  |
| O.R. Date: |  | |  | | **DANILO P. ARIEM** |
| Amount: |  | |  | | City Market Superintendent |
| Filing date of retirement: | |  |  | |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| VERIFIED/INSPECTED BY: |  | |  | **MARISSA S. CORBE** | | |
| REMARKS/FINDINGS: |  | |  | LTOO IV | | |
| DATE OF INSPECTION |  | |  |  | | |
| SIGNATURE (BTFD STAFF): |  | |  | APPROVED: | | |
|  | |  |  |  | | |
|  | |  | | |  | **ARNOLD A. ESCUADRO** |
|  | |  | | |  | City Treasurer |