

BOX 3 (TO BE ACCOMPLISHED BY THE RECEIVING AND RECORDING SECTION)

BUILDING DOCUMENTS	
FIVE (5) SETS EACH	
<input type="checkbox"/> MECHANICAL PLANS & SPECIFICATIONS <input type="checkbox"/> COST ESTIMATES	<input type="checkbox"/> BILL OF MATERIALS <input type="checkbox"/> OTHERS (SPECIFY) _____

BOX 4 (TO BE ACCOMPLISHED BY THE DIVISION/SECTION CONCERNED)

ASSESSED FEES				
	AMOUNT DUE	ASSESSED BY	O R NUMBER	DATE PAID
			REVIEWED. CHIEF, PROCESSING DIV/SEC.	

BOX 5 (TO BE ACCOMPLISHED BY THE DIVISION/SECTION CONCERNED)

PROGRESS FLOW						
NOTED CHIEF, PROCESSING DIVISION/SECTION	IN		OUT		ACTION/REMARKS	PROCESS BY
	DATE	TIME	DATE	TIME		
RECEIVING AND RECORDING						
MECHANICAL						

WE HEREBY AFFIX OUR HANDS SIGNIFYING OUR CONFORMITY TO THE INFORMATION HEREIN ABOVE SET FORTH

BOX 6

PROF. MECH. ENGINEER	PRC REG NO
SIGNED AND SEALED PLANS & SPECIFICATIONS	
PRINT NAME	
ADDRESS	
PTR NO	DATE ISSUED
PLACE ISSUED	
SIGNATURE	TIN

BOX 8

SIGNATURE		
A P P L I C A N T		
C.T.C. NO	DATE ISSUED	PLACE ISSUED

BOX 7

PROF. MECH. ENGINEER	PRC REG. NO.
IN-CHARGE OF INSTALLATION	
PRINT NAME	
ADDRESS	
PTR NO	DATE ISSUED
PLACE ISSUED	
SIGNATURE	TIN