



BARANGAY BEL-AIR

Park III, Hydra Street, Bel-Air Village, Makati City

Tel. Nos. 895-4011-12 (Trunk line) Loc. 114-115 / 895-4408 / 899-6509 / 822-4771 (Trunk line)

Fax No.: 899-9612

OR NUMBER: _____

BUSINESS CLEARANCE APPLICATION FORM

(Please Print Legibly)

- NEW BUSINESS
- RENEWAL
- CHANGE BUSINESS ADDRESS

Date Applied: _____

Plate Number: _____

Business Name: _____

Trade Name (if any) _____

Business Address

Unit/Room: _____ Floor: _____ Building: _____

Street No. _____ Street: _____ Locale: _____

Nature of Business:

<input type="checkbox"/> Advertising	<input type="checkbox"/> Distributor	<input type="checkbox"/> Investment	<input type="checkbox"/> Real Estate Lessor
<input type="checkbox"/> Agricultural	<input type="checkbox"/> Educational Institution	<input type="checkbox"/> Jollieeep	<input type="checkbox"/> Representative/Regional Office
<input type="checkbox"/> Airlines	<input type="checkbox"/> Exporter	<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Restaurant
<input type="checkbox"/> Amusement Places	<input type="checkbox"/> Financing Institution	<input type="checkbox"/> Manpower	<input type="checkbox"/> Retailer
<input type="checkbox"/> Banks	<input type="checkbox"/> Food Chain/Kiosk	<input type="checkbox"/> Merchandise	<input type="checkbox"/> Security Agency
<input type="checkbox"/> Brokerage	<input type="checkbox"/> Foreign Exchange Dealer	<input type="checkbox"/> Mining	<input type="checkbox"/> Services
<input type="checkbox"/> Call Center	<input type="checkbox"/> Forwarding	<input type="checkbox"/> Music Lounge/Bar	<input type="checkbox"/> Shopping Center
<input type="checkbox"/> Canteen	<input type="checkbox"/> Foundation	<input type="checkbox"/> Non-Stock Non Profit	<input type="checkbox"/> Trading
<input type="checkbox"/> Construction	<input type="checkbox"/> Holdings	<input type="checkbox"/> Pawnshop	<input type="checkbox"/> Wholesale
<input type="checkbox"/> Consultancy	<input type="checkbox"/> Hotels/Apartelles	<input type="checkbox"/> Pre-need Company	<input type="checkbox"/> Others (specify) _____
<input type="checkbox"/> Convenience Store	<input type="checkbox"/> Importer	<input type="checkbox"/> Real Estate Dealer	
<input type="checkbox"/> Cooperative	<input type="checkbox"/> Insurance Broker	<input type="checkbox"/> Real Estate Developer	

Type of Ownership: Single/Sole Proprietor Corporation Incorporated
 Partnership Cooperative Foundation

Business Tin No.: _____ Contact Person: _____

Telephone No.: _____ Fax No.: _____ Email Address: _____

Paid-Up Capital: _____ Capitalization: _____ Assessed Value: _____
(for corporation) (for Single Proprietor) (for Lessor)

NEW BUSINESS / RENEWAL

Barangay Clearance Fee: _____

Business Plate Fee: _____

Business Sticker Fee: _____

Documentary Stamp: _____

Total Amount: _____

REQUIREMENTS: PHOTO COPY ONLY

NEW:

1. DTI / SEC Registration with Articles of Incorporation / G.I.S.
2. Contract of Lease and Updated Barangay Clearance of Lessor / Title or Cert. of ownership from Building Admin
3. Sketch of Business Location

Note: If your Business Address is within Jupiter Street please get Temporary Clearance from BAVA office before getting Business Clearance from the Barangay.

FOR REAL ESTATE LESSOR:

1. DTI / Sec Registration
2. Title or Cert. of ownership from Bldg. Admin
3. Tax Declaration (back to back)

RENEWAL:

1. Photocopy of 2025 Barangay Clearance
2. Photocopy of 2026 Business Permit

DISASTER AND ENVIRONMENTAL AWARENESS STUDY

- Attended / Participated in a Fire Drill
- Building / Business Establishment / Office is Participating Waste Segregation
 - With Waste Segregation Facility
 - Without Waste Segregation Facility
- Building / Business Establishment / Office or Restaurant has Water Treatment Facility or Manila Sewage Interconnection Certificate.