



CITY OF PARANAQUE
BUSINESS PERMITS AND LICENSING OFFICE

Rev0
Effective July 19, 2021



APPLICATION FOR RETIREMENT OF BUSINESS

Date: _____

Pursuant to City Ordinance No. 19-29 as amended, the undersigned hereby applies for the retirement/ termination of my business effective _____.

In support of this application, we are submitting herewith our Mayor’s Permit with BIN as indicated below, issued on _____ and hereby certify and attest to the correctness of the following information:

BIN: 2 0 _____

☐ PARTIAL RETIREMENT ☐ FULL RETIREMENT

Business Name

Main Office Address

House/Bldg. No.	Name of Building	Block No.	Lot No.	Street
_____	_____	_____	_____	_____
Subdivision	Barangay	City/Municipality	Province	Zip Code
_____	_____	_____	_____	_____

Line of Business being Retired: _____

Reason for Retirement of Business: _____

Date of Closure of Business: _____ Gross Sales for Current Year: _____

Contact Person

Telephone No.

Position

E-mail

It is hereby understood that the aforesaid business shall be considered retired only upon FULL PAYMENT of all taxes, fees, and charges due thereon. Further, termination/retirement shall mean that the business operations are stopped completely. That change in ownership, management, and/or name of the business is not a ground for retirement of business. Further, we hereby undertake that should business operations resume or be reinstated by any/all of the registered proprietors, incorporators, directors, or officers thereof, within five (5) years from date of the retirement, the subject business shall resume operations under the same BIN as indicated above.

SIGNATURE OF APPLICANT/OWNER OVER PRINTED NAME

TO BE FILLED UP BY THE LGU

☐ VERIFIED/INSPECTED ON _____
☐ CERTIFIED CLEARED OF ALL TAX LIABILITIES

REMARKS _____

Recommended by:

☐ Approved ☐ Disapproved

Revenue Examination Division
City Treasurer’s Office

HON. ERIC L. OLIVAREZ
City Mayor

Noted by:

For and By Authority of the City Mayor:

DR. ANTHONY L. PULMANO
City Treasurer

ATTY. MELANIE T. SORIANO-MALAYA
Chief, BPLO