



5. Issuance of Official Receipts on Special Mayor's Permit Fees

Religious, civic, social and/or sports organization, clubs, association, federations or fraternities desiring to hold benefit shows, balls, programs, exhibitions, contest, bingo socials and other kinds of fund- raising activities may be issued a Special Mayor's Permit provided that the said organization is duly registered with the Office of the Mayor.

There shall be collected fees for the transport and/or the shipment of animal and/or plants from the municipality to any other place.

Office or Division:	Office of the Municipal Treasurer			
Classification:	Simple			
Type of Transaction:	G2C - Government to Citizen			
Who may avail:	All			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Order of payment - 1 original copy (Application for Special Mayor's Permit)		Office of the Mayor		
Client Steps	Agency Action	Fees to be paid	Processing Time	Person Responsible
1. Present Order of Payment at the Office of the Municipal Treasurer- Business Tax Section (Windows 1-6)	1. Accept and verify the order of payment.	None	2 Minutes	<i>Local Treasury Operation Officer I</i> <i>Revenue Collection Clerk II</i> Office of the Municipal Treasurer
2. Pay the corresponding amount at the Office of the Municipal Treasurer- Business Tax Section (Windows 1-6)	2. Receive payment and issue official receipt.	Please refer to the table of fees.	3 Minutes	<i>Local Treasury Operation Officer I</i> <i>Revenue Collection Clerk II</i> Office of the Municipal Treasurer
	TOTAL	Please refer to the table of fees.	5 Minutes	



Special Mayor's Permit Fees

1. Promo Sale	P 275.00/day
2. Product Sampling	P 275.00/day
3. Caroling	P 110.00/day
4. Bingo Socials	P 275.00/day
5. Caravan Sales	P 275.00/day
6. Product Demonstration	P 275.00/day
7. Rallies	P 275.00/day
8. Singing/ Dance Contest	P 275.00/day
9. Fun Run	P 275.00/day
10. Other similar activities	P 275.00/day

There shall be collected the following fees for the transport and/or the shipment of the following animals and/or plants from the municipality to any other place.

Fee for Transport/Shipment of:

A. For Commercial Purposes:

Livestock

1. Cattle	P 110.00/ head
2. Swine/ Hogs	P 85.00/ head
3. Carabao	P 110.00/ head
4. Goat	P 85.00/ head
5. Horses	P 110.00/ head
6. Poultry	P 55.00/ 5 heads
7. Chicks	P 55.00/ 5 heads
8. Fighting Cocks	P 55.00/ head
9. Pet birds	P 55.00/ head
10. Pet animals (dogs, cats, etc)	P 110.00/ head
11. Plants of any kind	P 110.00/ head

B. For Consumption:

Livestock

1. Cattle	P 85.00/ head
2. Swine/ Hogs	P 55.00/ head
3. Carabao	P 85.00/ head
4. Goat	P 55.00/ head
5. Horses	P 75.00/ head
6. Poultry	P 55.00/ 5 heads

C. For Other Purposes-----P 110.00/ head