



9. Issuance of Official Receipts for Franchise of Motorized Vehicle

All residents of the municipality through the applicant's voter's ID or a notarized copy of the applicant's voter's ID, provided that the applicant has voted at least once in the municipality of Midsayap shall be granted franchise to operate Motorized Tricycles- for- Hire. No units are qualified without valid basic registration documents from the Land Transportation Office (LTO).

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			
Accomplished application form (1 original copy)	Municipal Tricycle Franchising & Regulatory Board			
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 2-4)	1. Accept and verify the order of payment.	None	2 Minutes	<i>Local Treasury Operation Officer I (LTOO 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 2-4)	2. Receive payment and issue official receipt.	Please refer to the table of fees	3 Minutes	<i>Local Treasury Operation Officer I (LTOO I)</i> <i>Revenue Collection Clerk II</i> Office of the Municipal Treasurer
	TOTAL	Please refer to table of fees	5 Minutes	



Table of Fees based on Municipal Tricycles-for-Hire Code

1. Franchise fee	P 1,000.00
2. Filing Fee	P 65.00
3. Secretary's Fee	P 25.00
4. MTOP/Tricycle	P 65.00
5. Sticker	P 50.00
6. Garbage Fee	P 50.00
7. Plate Number	P 250.00
8. Filing Fee	P 225.00
9. Confirmation Fee	P 75.55
10. Legal Research Fee	P 50.00