



Republic of the Philippines
Province of Benguet
MUNICIPALITY OF LA TRINIDAD
BUSINESS PERMITS LICENSING SECTION

A. Issuance of PERMIT TO OPERATE (MAYOR'S PERMIT)

The Permit to Operate is issued to any person, natural or juridical being, who wishes to engage in any trade or commercial activity, and/or any other activity of similar nature within the municipality of La Trinidad as a means of livelihood or a view to profit.

I. For NEW Business Permit Application.

Office or Division:	Business Permits Licensing Section		
Classification:	Simple		
Type of Transaction:	All		
Who may avail:	<p>a) All individual person, partnership, corporation or cooperative regularly engaged in any trade or commercial activity or any other activity as a means of livelihood or with a view to profit or of similar nature in the Municipality of La Trinidad;</p> <p>b) Persons legally authorized to practice their profession and maintain or operate a clinic or office, exclusively for the exercise of their profession in the Municipality of La Trinidad.</p>		
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE	
1. Duly filled-out Unified Application Form (UAF);		- Barangay Hall where business is located/ BPLS office.	
2. Proof of registration i.e., Certificate of Registration: <ul style="list-style-type: none"> i. Issued by DTI for single/ sole proprietorship; ii. Issued by the SEC for all kinds of corporations; or iii. Issued by CDA for cooperatives: 		<ul style="list-style-type: none"> - DTI, LTB Go Negosyo Center/ DTI Provincial Office, Baguio City - SEC, Baguio City - CDA, Baguio City 	
3. Barangay Business Clearance		- Barangay Hall where business is located	
4. Location plan or sketch of the location clearly showing where business premises is located;		- Client	
5. Zoning/ Locational Clearance		- Municipal Planning Development Office	
6. MEO Clearance/ Occupancy Certificate or its equivalent;		- Municipal Engineering Office/ Office of the - Building Official	
7. Sanitary Permit/ Health Certificate;		- Municipal Health Services Office	
8. Tax Order of Payment (TOP) – Assessment of tax, fees and charges;		- Municipal Treasury Office – Business Tax Division – Assessment Section	
9. Fire Safety Inspection Certificate;		- BFP - La Trinidad Municipal Fire Station	
10. Proof of right of applicant to use location as a business address, which may include the following: <ul style="list-style-type: none"> i. If <i>owned</i> – Transfer Certificate of Title or Tax Declaration; ii. If <i>not owned</i>, - Contract of Lease, Memorandum of Agreement, or written 		- Client	



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1.2. WITH COMPLETE documents: Proceed to STEP 2.	the back of the UAF; 1.4. Endorse to MTO business tax division for assessment of fees & charges/ issuance/ verification of TOP & collection of payments;			
Step 2. Payment. 2.1. PAY fees and charges at collection table/ window/ area; 2.2. Claim Official receipt; 2.3. Proceed to STEP 3.	Step 2. Receive payment and issuance of Official Receipt. 2.1. Receives document from Step 1, call attention of taxpayer; 2.2. Collects payment; 2.3. Issue official receipt to client; 2.4. Indicate payment details (OR Number; date; amount paid) at the space provided in the application form/ TOP; 2.5. Endorse documents to BPLS/ Backroom for processing;	Based on rates provided in the Revenue Code (Please see MTO Citizen's Charter)	5 minutes per transaction	MTO personnel assigned with the Collection Section
	(BACK ROOM process) 2.6.a. Receives document from Step 2; 2.6.b. Encode/ type data & print permit;		1 minute/ permit	All BPLS Staff (including JOs)
	2.7.a. Verify printed permit; indicate initial/ signature of recommending approval;		1 minute/ permit	Action Officer on duty
	2.8. Endorse/ route to Mayor's Office for LCE's signature/ approval		1 minute	All BPLS Staff (including JOs)
	2.9. <i>Receives document, verify/ record to e-data; Forward to LCE for signature</i>		10 minutes/ permit	MO Staff
	2.10. LCE signs permit/ e-signature;		1 minute/ permit	LCE
	2.11. Endorse / route to releasing / back room for sorting.		1 minute/ permit	MO Staff in-charge
	2.12.a. Sort documents; indicate registry #; record to logbook time – in ready for release; attach tax stickers; 2.12.b. Endorse approve permit to step 3		5 minutes / permit	All BPLS Staff (including JOs)
Step 3. Claim permit.	Step. 3 Release of permit.			



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3.1. Present MTO Official Receipt at the Releasing Area; 3.2. Claim / receive approved permit & plate; 3.3. Sign/ Accomplish logbook.	3.1. Acknowledge and verify O.R.; 3.2. Release approved permit/ plate; 3.3. Record Time-out at logbook.		<i>5 minutes/ permit</i>	All BPLS staff (including JOs)
TOTAL			<i>50 minutes</i>	

II. Application for **RENEWAL of Business Permit.**

Office or Division:	Business Permits Licensing Section
Classification:	Simple
Type of Transaction:	All G2C – Government to Citizen G2G – Government to Government
Who may avail:	a) All individual person, partnership, corporation or cooperative regularly engaged in any trade or commercial activity or any other activity as a means of livelihood or with a view to profit or of similar nature in the Municipality of La Trinidad; b) Persons legally authorized to practice their profession and maintain or operate a clinic or office, exclusively for the exercise of their profession in the Municipality of La Trinidad.

CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
1. Duly filled-up Unified Application Form (UAF);	- Barangay Hall where business is located/ BPLS office.
2. Barangay Business Clearance	- Barangay Hall where business is located.
3. Tax Order of Payment (TOP) – Assessment of tax, fees and charges;	- Municipal Treasury Office – Business Tax Division – Assessment Section
4. Fire Safety Inspection Certificate;	- La Trinidad Municipal Fire Station
5. Sanitary Permit/ Health Certificate;	- Municipal Health Services Office
**** <i>ADDITIONAL REQUIREMENTS if applicable:</i>	
6. Market Clearance for occupants of 2002/1993 NPM & LTVTP	- MTO LTVTP Extension Office, 2 nd Floor LTVTP Administrative Building
7. Certificate of No-violation (Bars, Resto-Bars, Videoke bars and similar establishments);	- La Trinidad Municipal Police Station
8. 50 meter radius clearance (for pool/ billiards);	- Municipal Engineering Office
9. Duly accomplished undertaking (for pool/ billiard halls);	- Business Permits Licensing Section - Records
10. Duly accomplished Undertaking (for internet shop; Computer shops-rentals)	- Business Permits Licensing Section - Records
11. Certificate of compliance (for Cooperatives);	- CDA – Baguio City
12. Authorization Letter/ SPA – Notarized (if not processed by permittee)	- Client
13. <i>Other applicable clearances, permits,</i>	- Concerned agency/ office



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	in the application form/ TOP; 2.5. Endorse documents to BPLS/ Backroom for processing;			
	(BACK ROOM process) 2.6.a. Receives document from Step 2; 2.6.b. Encode/ type data & print permit;		<i>1 minute/ permit</i>	All BPLS Staff
	2.7.a. Verify Printed permit/ attachments; indicate markings recommending approval;		<i>1 minute/ permit</i>	Action Officer on duty
	2.8. Endorse/ route to Mayor's Office for LCE's signature/ approval		<i>1 minute</i>	All BPLS Staff
	<i>2.9. Receive document, verify/record to e-data; Forward to LCE for signature</i>		<i>10 minutes per permit</i>	MO Staff in- charged
	2.10. LCE signs permit/ E- Signature		<i>1 minute/ permit</i>	LCE
	2.11. Endorse to releasing / back room for sorting.		<i>1 minute/ permit</i>	MO Staff in- charges
	2.12.a. Sort documents; indicate registry #; record to logbook time – in ready for release; attach tax stickers; 2.12.b. Endorse approve permit to step 3.		<i>5 minutes / permit</i>	All BPLS Staff
Step 3. Claim permit. 3.1. Present MTO Official Receipt at the Releasing Area; 3.2. Claim / receive approved permit & plate; 3.3. Sign/ Accomplish logbook.	Step. 3 Release of permit. 3.1. Acknowledge and verify O.R.; 3.2. Release approved permit/ plate; 3.3. Record Time-out at logbook.	None	<i>5 minutes/ permit</i>	All BPLS Staff
TOTAL			<i>50 minutes</i>	

*** **For complaints, suggestions and/or recommendations**, file or submit complaint(s)/ suggestion(s)/ recommendation(s) to the **Business Permits Licensing Section** or to the **Municipal Administrator** or call/ contact telephone numbers (074) 424-3647 (Licensing Section) / 422-2601(Mayor's Office). You may also drop your recommendation/ suggestion/complaint at the drop box located at the entrance/ municipal lobby.



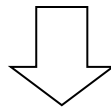
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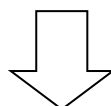
**FLOW CHART ON THE ISSUANCE OF A
PERMIT TO OPERATE (New & Renewal)**

START

Submit duly filled-up application form with complete requirements at the Receiving/ Evaluation Area.



Pay Tax, Fees and Charges and Receive Official Receipt at the Payment/ Collection Area.



Present MTO Official Receipt; Claim Approved Permit at the Releasing Area.

END



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B. Application for Retirement of Business Operation

Any person who discontinues or retire their business operation shall within twenty (20) days apply for the retirement/ surrender of their business operation to the Business Permit and Licensing Section in a prescribed form. No business shall be retired or terminated unless all the past and current taxes are paid.

Office or Division:	Business Permits Licensing Section			
Classification:	Simple			
Type of Transaction:	All			
Who may avail:	Business people engaged in any business activity established in the Municipality of La Trinidad who wishes to retire or close their business operation.			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
1. Duly accomplished Application Form or Request for retirement/ closure of business;		- Business Permits Licensing Section		
2. Certification from Barangay that business is closed;		- Barangay Hall where establishment / activity is located.		
3. Current year Original business permit & business plate		- Client		
4. MTO clearance; (Official Receipt of payment, <i>if with outstanding balance/ delinquency</i>);		- MTO Business Tax Division, Assessment Section		
5. Board Resolution regarding closure (for corporation).		- Client		
6. Lost Permit/Plate, Affidavit of Lost		- Client		
7. Authorization Letter/ SPA – Notarized (if not processed by permittee)		- Client		
CLIENTS STEP	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
STEP 1. Submission of application. 1.1. Present duly filled up application/ request form with complete requirement to BPLS receiving area/ table/ window, for evaluation/ verification; 1.2. Proceed to STEP 2;	Step 1. Receive and Assessment. 1.1. Accept application/ request; 1.2. Conduct preliminary assessment of application/ request. <i>1.2.a. Note: If application/ request is with deficiency, immediately inform/ advice applicant/ requesting party to comply any deficiency in the accompanying</i>	None	5 minutes per application	BPLS Staff



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	requirements before returning to Step 1; 1.3. Endorse to MTO for verification of account and clearance;			
STEP 2. MTO clearance 2.1. Secure clearance from the MTO Business Tax Division	Step. 2 Verification and issuance of MTO clearance 2.1. Receive document, Verify account; 2.2. Indicate initial/ signature in the space provided for, and Endorse to step 3	None	5 minutes per transaction	MTO personnel
** If with Delinquency Pay delinquency at MTO Miscellaneous fees collection area/ table/ window.	2.1.a. Collect payments and issue Official Receipt, and Endorse to step 3	Based on rates provided in the Revenue Code (Please see MTO Citizen's Charter)	5 minutes per transaction	
STEP 3. Claim client's Copy 3.1. Return documents to the BPLS-business closure area; and 3.2. Claim client copy of surrender/ closure form.	Step Release client's copy 3.1. Receive documents and Process application/ request; 3.2. Release client's copy to applicant.	None	5 minutes per transaction	BPLS Staff
TOTAL			20 minutes	

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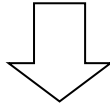
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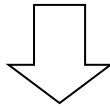
**FLOW CHART for SURRENDER or
RETIREMENT of business operation**

START

Submit dully filled-up surrender/closure form with complete requirements at BPLS



Proceed to MTO Business Tax Section for Clearance of Account.
**Pay delinquency/ outstanding balance if applicable.



Return to BPLS and claim clients copy.

END



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C. Application for Additional or Change Kind of business or activity.

This service caters to clients who request for *additional line* of business activity, *change of line/ kind* of business/ activity, and/or for those who *transfer the location* of their establishment / activity.

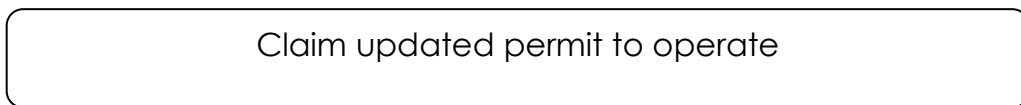
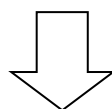
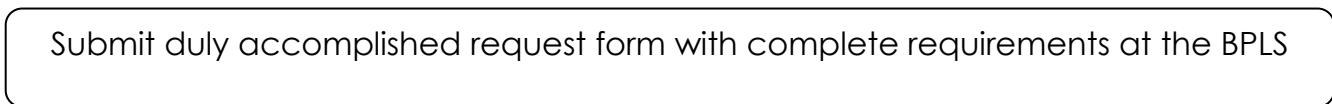
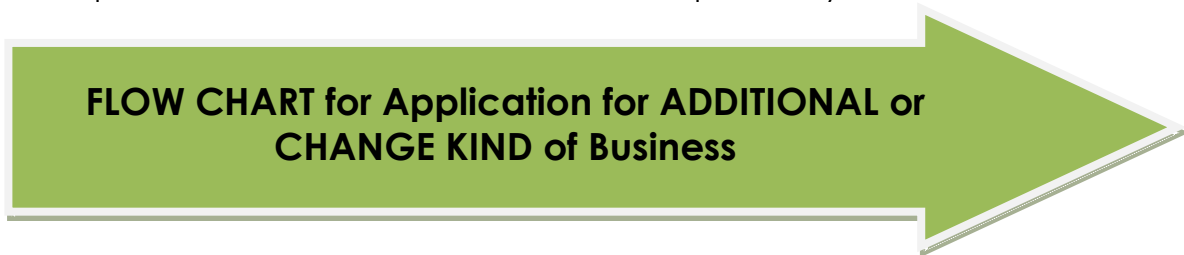
Office or Division:	Business Permits Licensing Section			
Classification:	Simple			
Type of Transaction:	All			
Who may avail:	Clients and other stakeholders who request for additional lines of business.			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
1. Duly ACCOMPLISHED Application form (duplicate copy): with Clearances from:		- Business Permits Licensing Section		
a. Barangay (updated Barangay Business Clearance);		- Barangay Hall where establishment / activity is located		
b. Zoning Section (Updated Zoning Clearance);		- MPDO		
c. Municipal Treasury Office (Updated Tax Order Payment/ Assessment of payment);		- Business Tax Div. MTO		
d. Municipal Health Services Office (Updated Sanitary Permit);		- MHSO		
e. Bureau of Fire Protection (Updated Fire Safety Inspection Certificate)		- LTMFS		
2. Current year Original permit to operate		- Client		
*** Official Receipt (<i>Additional line of business</i>) if applicable)		- Client		
3. Authorization Letter/ SPA – Notarized (if not processed by permittee)		- Client		
CLIENTS STEP	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
STEP 1. Submission of requirements. 1.1. Submit duly accomplished application form with complete requirement at the BPLS receiving area/ table; 1.2. Proceed to STEP 2.	Step. 1. Receive and assessment of requirements. 1.1. Accept application form, all documents; 1.2. Conduct preliminary assessment of application/ request. NOTE: If application/ request is with deficiency, immediately inform/ advice applicant/ requesting party to comply any deficiency in the accompanying requirements before		5 minutes per transaction	BPLS Staff



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	returning to Step 1; 1.3. Endorse to Records for processing;			
	BACK ROOM: 1.3.a Update data (hard copy/ e-data); 1.3.b Update Permit (indicate appropriate corrections or inputs);		10 minutes/ transaction	BPLS Staff
	1.4. Check/ verify updated permit and indicates initial or signature;		1 minute	Action Officer on duty
STEP 2. Claim Claim updated permit.	Step 2. Release 2.1. Record transaction and release updated Permit to client;		4 minute / transaction	BPLS Staff
TOTAL			20 minutes	

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D. Application for Transfer or Change of Location of Business Address

This service caters to clients who request for *transfer or change of location of business address*.

Office or Division:	Business Permits Licensing Section			
Classification:	Simple			
Type of Transaction:	All			
Who may avail:	Clients and other stakeholders who request for additional lines of business.			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
1. Duly ACCOMPLISHED Application form (duplicate copy) with Clearances from: a. Barangay (Barangay Business Clearance); b. Zoning Section (Zoning Clearance); c. Municipal Engineering Office d. Municipal Treasury Office; e. Municipal Health Services Office (Sanitary Permit); f. Bureau of Fire Protection (Updated Fire Safety Inspection Certificate)		- Business Permits Licensing Section		
		- Barangay Hall where establishment / activity is located		
		- MPDO		
		- MEO		
		- Business Tax Div. MTO		
		- MHSO		
2. Current year Original permit to operate		- Client		
3. Sketch/ Map – New location of business		- Client		
4. Official Receipt (<i>Zoning Fee</i>) if applicable)		- MTO		
5. Proof of right of applicant to use location as a business address (If <i>not owned</i> , - Contract of Lease, Memorandum of Agreement, or written consent of property owner.)		- Client		
6. Authorization Letter/ SPA – Notarized (if not processed by permittee)		- Client		
CLIENTS STEP	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
STEP 1. Submission of requirements. 1.1. Submit duly accomplished application form with complete requirement at the BPLS receiving area/ table; 1.2. Proceed to STEP 2.	Step 1. Receive and assessment of requirement. 1.1. Accept application; 1.2. Conduct preliminary assessment of application/ request. NOTE: If application/ request is with deficiency, immediately inform/ advice applicant/ requesting party to	None	3 minutes per transaction	BPLS Staff



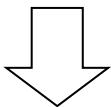
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	comply any deficiency in the accompanying requirements before returning to Step 1.; 1.3. Endorse to Records for processing;			
	BACK ROOM: 1.3.a Update data (hard copy/ e-data); 1.3.b Update Permit (indicate appropriate corrections or inputs);		10 minutes/ transaction	BPLS Staff
	1.4. Check/ verify updated permit and indicates initial or signature;		1 minute	Action Officer on duty
STEP 2. Claim. Claim updated permit.	Step 2. Release 2.1. Record transaction and release updated Permit to client;		1 minute / transaction	BPLS Staff
TOTAL			15 minutes	

FLOW CHART for Application for Transfer or Change Location of Business Address

START

Submit duly accomplished request form with complete requirements at the BPLS



Claim updated permit to operate

END



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E. Request for Certification of Business Record.

Certification relative to the conduct of business activity, like Surrender or closure of business activity; certificate of no business; with business and other certifications connected with business registration is issued by this office.

Office or Division:	Business Permits Licensing Section			
Classification:	Simple			
Type of Transaction:	All			
Who may avail:	Anyone who shall need these certifications purposely for tax exemption; pension; and other lawful purposes.			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
1. Request Slip or Service Slip, duly filed-up				- Business Permits Licensing Section
2. Photocopy of ID of the requestor and/or its Manager or President;				- Client
3. Letter request/ Authorization Letter, if representative or not the owner;				- Client
4. For sole proprietorship – Letter consent from owner of business				- Client
5. Official Receipt (Certification/ verification Fee)				- MTO window - Miscellaneous fees
5. Barangay Certification (<i>For certification of Closure/ surrender of business</i>)				- Barangay where establishment/ business activity is located.
6. Authorization Letter/ SPA – Notarized (if not processed by permittee)				- Client
CLIENTS STEP	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
STEP 1. Submission of requirement. 1.1. Submit complete requirement to the BPLS receiving window/table/area; 1.2. Proceed to STEP 2.	Step 1. Receive and assessment of requirement. 1.1. Accept application/ request; 1.2. Conduct preliminary assessment of application/ request. *** If application/ request is with deficiency, immediately inform applicant/ requesting party of any deficiency in the accompanying requirements; 1.3. Issue Order of payment; & 1.4. Endorse to step 2 for	None	5 minutes	All BPLS Staff



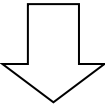
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	payment of certification fee;			
STEP 2. Payment of fees. 2.1. Pay certification/ verification fee at MTO Miscellaneous fees window/ table/ area; 2.2. Claim Official Receipt.	Step 2. Receive payment and issuance of Official Receipt. 2.1. Collect and acknowledge payment; 2.2. Issue Official Receipt; & Endorse to step 3;	<ul style="list-style-type: none"> • Certification fee P 50.00 • Verification fee P 50.00 	5 minutes / transaction	MTO Staff
STEP 3. Claim Certification. 3.1. Present/ submit Official receipt; and 3.2. Sign/ accomplish log book & Claim Certification.	Step. 3 Release of Certification 3.1.a. Acknowledge O.R.; 3.1.b. Prepare, process and issue certification; 3.1.c. Record Transaction.	None	5 minutes	BPLS Staff
TOTAL			15 minutes	

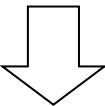
FLOW CHART for REQUEST FOR CERTIFICATION of Business Records

START

Submit duly accomplished request form with complete requirements at the BPLS



Pay Certification Fee at MTO window/table



Present Official receipt and claim certificate.

END



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ANNEX 1

**LIST OF PERMITS/ CLEARANCES FROM NATIONAL GOVERNMENT AGENCIES FOR
SELECTED SECTORS**

Line of Business/ Sector	Permit/ Clearances Needed	Issuing National Government
1. All establishments	Fire Safety Inspection Certificate	Local Bureau of Fire Protection
2. Animals and animal products, veterinary drugs and animal facilities	Certificate of Registration	Bureau of Animal Industries (BAI)
3. Aquatic animals, importation, fishpond	Permit	Bureau of Fisheries and Aquatic Resources (BFAR)
4. Banks and other banking institutions, money changers, foreign exchange dealers, remittance agents	Certificate of Registration/ Authority	Bangko Sentral ng Pilipinas (BSP)
5. Brokers/ Merchants involved in the sale of commodities for future transactions	Future Commodity Merchant/ Broker License	Securities and Exchange Commission (SEC)
6. Cell sites	Refer to ARTA JMC 01-2020	
7. Coconut lumber, sale of	Certificate of Registration	Philippine Coconut Authority (PCA)
8. Customs Brokerage Business	License	Customs Brokers Commission
9. Dealer of Rice and Corn and Wheat	License (depending on the type of activity)	National Food Authority (NFA)
10. Drugstores	License to Operate	Food and Drug Administration (FDA)
11. Forwarders	Accreditation for Sea Freight Forwarders	Philippine Shippers Bureau
12. Funeral Homes/ Parlors	Training Certificate and License of Undertaker and Embalmer	Department of Health (DOH)
13. Gasoline/ diesel refilling stations/ dealers/ retailers of petroleum products	Permit/ License to Operate/ CNC/ECC	Department of Energy (DOE)/ Department of Energy and Natural Resources (DENR)
14. General/ Specialty and Engineering Contractor	Contractor's License	Philippine Contractors Accreditation Board (PCAB)
15. Hospitals, clinical laboratory/ Medical Diagnostic Center/	License to operate	Department of Health (DOH)



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rehabilitation centers		
16. Household/ Urban Pesticides	License to Operate / Certificate of Product Registration	Food and Drugs Administration (FDA)
17. Lending Institutions	Certificate of Authority to Operate	Bangko Sentral ng Pilipinas (BSP)
18. LPG Dealer	Permit/ License to Operate	Department of Energy (DOE)
19. Manning and Crewing Services	License for Recruitment Agency	Philippine Overseas and Employment Agency (POEA)
20. Manpower Agencies w/ paid up capital of at least Php.5,000,000.00	License to Operate a Private Recruitment and Placement Agency	DOLE Regional Office
21. Meat and meat products - Plant	Accreditation Certificate/ Certificate of Registration	National Meat Inspection Commission (NMIC)
22. Medical Devices	License to Operate	Food and Drug Administration (FDA)
23. Messengerial and Courier Services		Department of Information and Communication Technology (DiCT)
24. Mining	Permits depend on the activity	Department of Environmental and Natural Resources (DENR)
25. Mobile phone repair center/shop; retailer; wholesaler, dealer, distributor	Permit	National Telecommunication Commission (NTC)
26. Pest Control Services	Pest Control License	Fertilizer and Pesticide Authority (FPA)
27. Plants and plant products; nursery/ seeds	Permit/ Certificate of Registration	Bureau of Plant Industry (BPI)
28. Processed Foods	License to Operate/ Certificate of Product Registration	Food and Drug Administration (FDA)
29. Pre-School, Elementary and High school	Permit to Operate	Department of Education (DepEd) Division and Regional Office
30. Real Estate Broker	License	Department of Trade and Industry (DTI) or Professional Regulatory Board (PRC)
31. Rent-a-Car and Transportation Services	Franchise/ Certificate of Public Conveyance	Land Transportation Franchising and Regulatory Board (LTFRB)
32. Security Agencies	National License	PCSUCIA
33. Slaughter house	Accreditation Certificate/ Certificate of Registration	National Meat Inspection Commission (NMIC)
34. Spa/ Massage Clinic	Certificate of Training of Therapist or Masseuse/ License of Therapist or Masseuse	Department of Health (DOH)/ Technical Education and Skills Development Authority (TESDA)
35. Small Town Lottery (STL)	Permit to Operate	Philippine Charity and Sweepstakes Office (PCSO)



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36. Structures within 10 km. radius of Communication - Navigation Surveillance Facilities located off-airport	Height Clearance Permit	Civil Aviation Authority of the Philippines (CAAP)
37. Sugar trading, muscovado converting and trading, processing or manufacturing sugar-based products for export	Certificate of Registration	Sugar Regulatory Commission (SRA)
38. Telecommunications Firms	License to Operate	National Telecommunications Commission (NTC)
39. Toys and Childcare Article	License to Operate/ Certificate of Product Registration	Food and Drug Administration (FDA)
40. Veterinary Products	License to Operate/ Certificate of Product Registration	Food and Drug Administration (FDA)
41. Video Rental Services	Registration for Optical Media Business	Optical Media Board (OMB)