

CHAPTER V. SERVICE FEES

Article A. Secretary's Fees

SEC.5A.01. Imposition of fees.- There shall be collected the following fees from every person requesting for copies of official records and documents from offices of the City of Makati.

	<u>Amount</u>
(a) For every page or fraction thereof, typewritten (not including the certificate and notation).....	P 10.00
(b) Where the copy to be furnished is in printed form, in whole or in part, for each page (double the fee if there are two pages in a sheet).....	20.00
(c) For each certificate of correctness (with seal of office) written on the copy or attached thereto...	20.00
(d) For certifying the official act of a City Judge or other judicial certificate, seal.....	20.00
(e) For certified copies of any paper, record, decree, judgment or entry of which any person is entitled to demand and receive a copy (in connection with judicial proceedings), for 100 words	10.00
(f) Xerox copy or any other copy produced by copying machine, per page	5.00
(g) Photocopy, per page	5.00
(h) Additional services:	
1. For the issuance of local tax clearance certificate:	
(i) For passport	50.00
(ii) For court case	20.00
(iii) For all other purposes	20.00
2. Registration of any other legal document for record purposes.....	20.00

3. For application for processing with regards to backpay claims.....	20.00
4. For issuance of certification on the following	
i) Document authentication.....	50.00
ii) Civil Status.....	50.00
iii) Record/Document registration.....	30.00
iv) Non-availability of record.....	30.00
v) All other offices.....	40.00
5. For record verification.....	20.00
6. For the issuance of certification from the City Assessors Office	
i) Certified true copy, per copy.....	50.00
ii) Certification of non-improvement, per copy..	50.00
iii) Certification of no property.....	50.00
7. Transfer fee for the issuance of a new tax declaration as a result of Change in ownership, segregation and consolidation of real property... ..	200.00

SEC.5A.02. Exemption. The fees imposed on this Article shall not be collected for copies furnished to other offices or branches of the government for official business except for copies required by the Court at the request of the litigants, in which case charges shall be made in accordance with the schedule in Section 5A.01.

SEC. 5A.03. Time of Payment. The fees shall be paid to the City Treasurer at the time of the request, written or otherwise, for the issuance of the copy of any City record or document is made.

Article B. Civil Registry Fees

SEC. 5B.01. Imposition of fees. The following fees shall be collected for the services rendered by the Civil Registrar of the City of Makati.

		<u>Fees per</u> <u>Annum</u>
(a) Marriage Fees		
1. Filing Fee for Application of Marriage License	-	P 50.00
2. Marriage License Fee	-	100.00
(b) Fee for the registration of documents submitted to the Civil Registry Office		
1. Certificate of Live Birth (COLB).....	-	EXEMPT
2. Certificate of Marriage (COM)	-	EXEMPT
3. Certificate of Death (COD)	-	EXEMPT
4. Certificate of Foundling (COF)	-	EXEMPT
5. Adoption / Rescission of Adoption	-	800.00
6. Legitimation of birth due to subsequent Marriage of parents.....	-	300.00
7. Processing Fee P.D. 9255.....	-	300.00
8. Acknowledgement of Paternity.....	-	300.00
9. Judicial Recognition / Acknowledgement (Filiation)	-	800.00
10. Court decision on Guardianship of Minor	-	800.00
11. Supplemental Report of Entry on COLB / COM / COD	-	300.00
12. Emancipation of Minor	-	300.00
13. Court Decision Impugning / Denying / Revoking Recognition	-	800.00
14. Ante-Nuptial Agreement / Pre-Marriage Settlement.....	-	3,000.00
15. Court Order for the Annulment of Marriage	-	1,500.00
16. Legal Separation / Revival of Former Property Regime	-	1,500.00
17. Court Order on Presumptive death of Absentee Spouse	-	3,000.00
18. Affidavit of Reappearance	-	300.00
19. Affidavit of Election of Citizenship Repatriation / Renunciation.....	-	2,000.00
20. Naturalization / Cancellation of Naturalization Certificate	-	2,000.00
21. Aliases	-	500.00
22. Court Order for Correction of Entries / Change of First Name.....	-	500.00
23. Other Legal Instruments	-	300.00
24. Other Court decrees	-	800.00
(c) For issuance of Certified True Copies of existing Civil Registry Records		
1. Certificate of Live Birth, Foundling, Death & Fetal Death.....	-	100.00
2. Certificate of Marriage	-	100.00
3. Application for Marriage License / Marriage License, Legal Capacity, Notice, Devorce, & Marriage Application	-	100.00
4. Court Orders, Legal Instruments & Petitions (R.A. 9048) (per page)....	-	50.00
5. And other Registered / Supporting Documents (per page)	-	50.00
6. Special fees for RUSH issuance of CTC (per document)	-	150.00
(d) Other Fees and Charges		
1. Application for Marriage License Forms (per set)	-	50.00

2. Civil Registry Forms - Birth, Marriage, Death, Fetal Death & Foundling Certificate (per set)	-	50.00
3. Certified Transcriptions & Other Certifications	-	100.00
4. Certification of No Record on File	-	100.00
5. Annotation of Civil Registry Documents	-	50.00
6. Issuance of Amended Civil Documents & New Certificate of Live Birth (COLB) for Adopted Child	-	150.00
7. Endorsement & Re-Endorsement to NSO	-	150.00
8. Processing Fee for Out-of-Town Registration	-	500.00
9. Delayed Submission Processing Fee for (Birth, Marriage, Death, Court Orders & Legal Instruments)		
i) Birth, Death, Court Orders & Legal Instruments		
After 30 Days Prescription Period	-	200.00
ii) Marriage with Valid Licenses (After 15 Days Prescription Period).....	-	200.00
Marriages by Executive Order #209 Article 34 (After 30 Days Prescription Period)	-	200.00
iii) R.A. No. 9255 after 20 Days	-	200.00
iv) Birth, Marriage, Death, Court Orders & Legal Instruments after 2 Years and Above	-	500.00
10. Annual Cemetery Fee	-	250.00
11. NSO-OCRG Extension Office Mark-up / Handling Fee	-	25.00
12. CTC on SECPA NSO Authenticated	-	90.00
13. NSO-OCRG Serbilis (CTC on SECPA) Mark-up	-	40.00
14. Republic Act No. 9048 (New Law on Correction of Entry)		
i) Filing Fee for Correction of Clerical or Typographical Error	-	1,000.00
ii) Filing Fee for Change of First Name or Nickname	-	3,000.00
Additional Charges for Migrant Petitioners		
iii) Service Fee for Correction of Clerical or Typographical Error	-	500.00
iv) Service Fee for Change of First Name	-	1,000.00
15. Photocopying / Machine Copying Fee	-	2.00

SEC.5B.02. Exemptions. The above shall not be collected in the following cases:

(a) Issuance of certified copies of documents for official use at the request of a competent court or other government agency.

(b) Issuance of birth certificates of children reaching school age when such certificates are required for admission to the primary grades in a public school.

(c) Burial permit of a pauper, per recommendation of the City Mayor.

SEC. 5B.03. Time of Payment. The fees shall be paid to the City Treasurer before the registration of a document or issuance of the license or certified copy of a local registry or document.

SEC. 5B.04. Administrative provision. A marriage license shall not be issued unless a certification is issued by the family Planning Coordinating Council that the applicants have undergone lectures on family planning.

Article C. Police Clearance Fees

SEC.5C.01. Imposition of Fee. There shall be collected a service fee for each police clearance certificate issued, as follows:

	<u>Fees per Annum</u>
(a) For employment, scholarships, study grants and other purposes not hereunder specified.....	=P= 50.00
(b) For firearms permit application.....	500.00
(c) For change of name.....	50.00
(d) For passport or visa application.....	400.00
(e) For application for Filipino citizenship.....	500.00
(f) Seaman requirement.....	200.00

SEC. 5C.02. Time of Payment. The service fees imposed in this Article shall be paid to the City Treasurer upon application for the police clearance certificate.

Article D. Health Certificate Fees

SEC. 5D.01. Health Certificate - No person who exercise his/her profession, occupation, and/or calling, within the jurisdictional limits of the City of Makati, whether working on a contractual, casual, temporary, probationary or permanent basis, regardless of his/her position shall be employed without a health certificate issued by the City Health Officer. This certificate shall be issued only after submitting the required physical and medical examinations, including the updated residence certificate, ID picture and police or NBI Clearance. (Briefings shall be provided by the local health office prior to the issuance of the health certificate to the recipient.



SEC. 5D.02. Imposition of Fees - All persons required by existing laws, rules and regulations to secure health certificate from the City Health Officer shall pay a minimum annual fee of Php50.00 except otherwise stated.

		<u>Fees per Annum</u>
(a.)	Food Service Personnel.....	=P= 70.00
(b.)	Retail / Wholesale Service Personnel.....	50.00
(c.)	Tourist Oriented Service Staff.....	50.00
(d.)	Beauty / Tonsorial & Fitness Service Staff.....	50.00
(e.)	Industrial / Manufacturing Service Workers.....	50.00
(f.)	Customer Service Personnel.....	50.00
(g.)	Entertainment Service Personnel.....	100.00
(h.)	Amusement & Recreational Service Personnel...	50.00
(i.)	Professional / Personal Service Personnel.....	50.00
(j.)	Construction Service Workers.....	50.00
(k.)	Finance Service Personnel.....	50.00
(l.)	Publishing / Printing / Advertising / Media Service Personnel.....	50.00
(m.)	Managerial / Supervisory Personnel.....	100.00
(n.)	Office Personnel & Staff.....	50.00
(o.)	Medical Service Staff.....	50.00
(p.)	Other Service-Related Worker.....	50.00

(a) FOOD SERVICE PERSONNEL

Including, but not limited to the following positions:

Food attendant / food handler, waiter / waitress, bartender / barmaid, cook, kitchen staff, service crew, team member, chef, maitre D', cashier, rider, production worker, kitchen crew, delivery helper, dishwasher, butcher, barista, caterer, pantryman, baker, server, pastry / cake maker, commis, busboy, busgirl, steward, nutritionist, food and beverage / banquet personnel, recipe developer, food service specialist, food vendor, all other related positions.

(b) RETAIL / WHOLESALE SERVICE PERSONNEL

Including, but not limited to the following positions:

Promo, merchandiser, sales clerk / associate, sales utility clerk, repacker, helper, cashier, stockman, controller, product demonstrator / sampler, storekeeper, inventory staff, purchasing / procurement officer, gift wrapper, stockroom clerk, counter, counter personnel, bagger, delivery personnel, sales coordinator, all other related positions.

(c) TOURIST-ORIENTED SERVICE STAFF

Including, but not limited to the following positions:

Tourist / travel guide, escort, translator, interpreter, house detective, guest service representative, front office receptionist, housekeeping staff, security guard, private investigator, bellman, valet parker, roomboy, concierge, laundry shop / linen personnel, page boy / girl, life guard, comfort room staff, flower arranger / florist, gardener, all other related positions.

(d) BEAUTY / TONSORIAL & FITNESS SERVICE STAFF

Including, but not limited to the following positions:

Hairdresser, hairstylist, barber, haircutter, beautician, manicurist, make-up artist, facial treatment & foot attendant, massagist, reflexologist, masseur / masseuse, gym / aerobic instructor, slenderizing salon personnel, fitness and health club staff, sauna bath and massage clinic attendant / lady keeper, beauty specialist, boutique decorator, fashion consultant, body therapist, salon / SPA personnel, skin specialist, all other related positions.

(e) INDUSTRIAL / MANUFACTURING SERVICE WORKERS

Including, but not limited to the following positions:

Factory worker, production crew, QC / QA personnel, warehouseman, plant inspector, manufacturing staff, assembler, IC worker, garment worker, embroidery expert, pattern maker, sewer, cutter, seamstress, tailor, dressmaker, all other related positions.

(f) CUSTOMER SERVICE PERSONNEL

Including, but not limited to the following positions:

Business Process Outsourcing (BPO) specialist / provider, customer care personnel, back office processing associate, telemarketer, customer interaction staff, customer service officer, multi-lingual representative, call center agent, accent / conversational trainer, contact service personnel, telephone sales representative, all other related positions.

(g) ENTERTAINMENT SERVICE PERSONNEL

Including, but not limited to the following positions:

Dance Instructor, Entertainer, dancer, GRO, CCA, CLEO, model, singer, band member, stand-up comedian / actor, group performer, stage performer, all other related positions.

(h) AMUSEMENT AND RECREATIONAL SERVICE STAFF

Including, but not limited to the following positions:

Ticket / card seller, allocator, pool and bowling attendant, sports, amusement and recreational personnel (bingo, bowling, billiard, badminton, video games, polo, pelota, video sports, slot machines, lotto outlets, golf, cockpit, race clubs, funhouses, etc.), bet taker (kristo), gaffer (mananari), referee (sentenciador), hawker, all other related positions.

(i) **PROFESSIONAL SERVICE PERSONNEL**

Including, but not limited to the following positions:

Tutorial service personnel, teacher, professor, instructor, statistician, librarian, trainor, all other related positions.

(j) **CONSTRUCTION SERVICE WORKER**

Including, but not limited to the following positions:

Planning Engineer, Electrical / Mechanical / Civil / Sanitary / Metallurgical / Chemical Engineer, Architect, Surveyor, fabricator, splicer, carpenter, painter, sculptor, dispatcher, operator – (backhoe, forklift, grader, crusher), technician (refrigeration, pump, elevator, control), mason, estimator, detailer, draftsman, foreman, plumber, mechanic, electrician, safety personnel, piping / rigging personnel, machinist, precision grinder, welder, fitter, sandblaster, scaffolder, installer, all other related positions.

(k) **FINANCE SERVICE PERSONNEL**

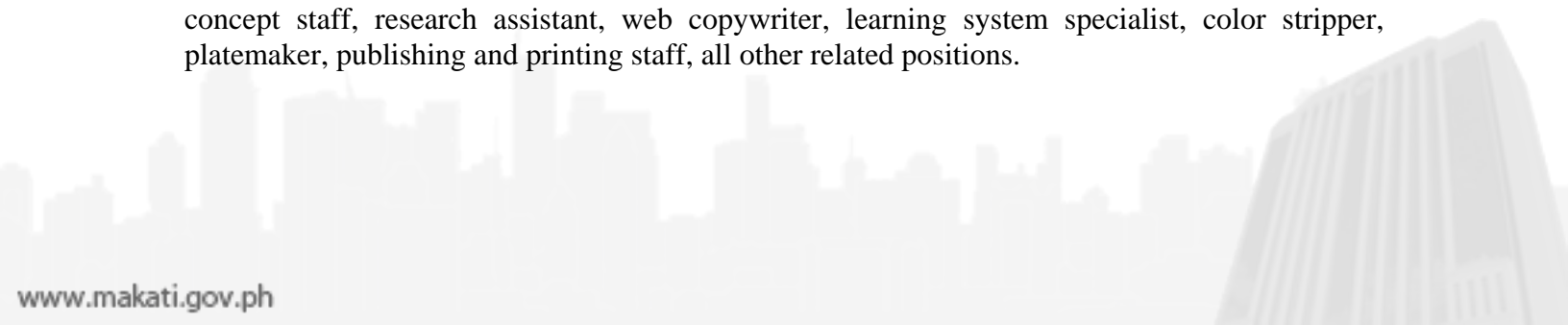
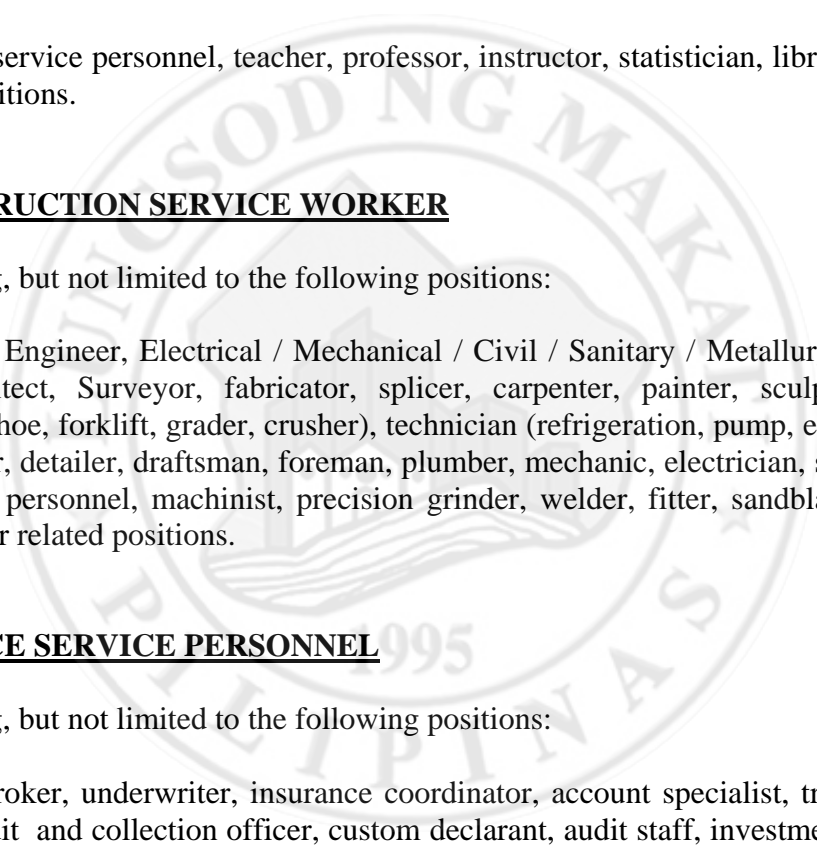
Including, but not limited to the following positions:

Agent, broker, underwriter, insurance coordinator, account specialist, treasury assistant, bank teller, credit and collection officer, custom declarant, audit staff, investment counselor, all other related positions.

(l) **PUBLISHING / PRINTING / ADVERTISING / MEDIA SERVICE PERSONNEL**

Including, but not limited to the following positions:

Graphic artist, illustrator, binder, writer, print production staff, designer, lay-out artist, pre-press specialist, photographer, circulation staff, image commercial / brand model, creative / concept staff, research assistant, web copywriter, learning system specialist, color stripper, platemaker, publishing and printing staff, all other related positions.



(m) MANAGERIAL / SUPERVISORY PERSONNEL

Including, but not limited to the following positions:

Project manager, marketing / store manager, administrator, administrative supervisor, accountant, treasury officer, restaurant manager / supervisor, editor, publisher, general manager, duty manager, front desk manager, housekeeping manager, food and beverage manager, banquet manager, production manager, boutique supervisor, team leader, management trainee, warehouse supervisor, compensation / benefit manager, immigration consultant / assessor, test / IT Manager, Call Center Manager, HR generalist, logist superintendent, all other related positions.

(n) OFFICE PERSONNEL AND STAFF

Including, but not limited to the following positions:

Audit / accounting staff, placement staff, training staff, executive secretary / assistant, marketing assistant / staff, maintenance staff, clerk, sales account executive, HR staff, administrative personnel, documentation staff, IT staff, helpdesk associate, data encoder, front desk receptionist, office personnel, technical support representative, sales associate, programmer, technician, ads / promo assistant, computer software developer, system analyst, legal counsel, paralegal personnel, research / planning analyst, training service adviser, PR personnel, event officer, bookkeeper, liaison officer / messenger, custodian, network staff, telephone operator, coordinator, all other related positions.

(o) MEDICAL SERVICE STAFF

Including, but not limited to the following positions:

Medical transcriptionist, medical representative, medical staff, HMO / HMI personnel, pharmacist, chemist, microbiologist, dentist, dental assistant, embalmer, infection control officer, staff nurses, dietician, radiographer, radiologic technologist, medical technologist, respiratory therapist, physical therapist, optometrist, laboratory technician, optical technician, caregiver, speech therapist, midwife, healthcare assistant, embalmer, funeral parlor / remedial house personnel, all other related positions.

(p) OTHER SERVICE-RELATED WORKER

Including, but not limited to the following positions:

Car washers, forecourt, gas attendant, janitor / utility, driver, bus washer / conductor, domestic helper, caretaker, motor / repair shop personnel, parking attendant, pest control worker, all other related positions.

SEC. 5D.03. Time of Payment - The fee imposed in Sections 5D.01 and 5D.02 shall be paid to the City Treasurer upon application for a Health Certificate before any business, occupation, profession, or calling can be lawfully begun or pursued by an individual or in cases where the business has already been established and that the renewal of business permits and licenses are concerned, the company may shoulder the amount incurred of each employee concerned and shall be exempt from all other requirements upon submission of a company medical certificate. The Individual Health Certificate so secured by such shall be renewed in the same instance and together with the renewal of business permits and licenses during the first twenty (20) days of January of every year.

Newly hired workers and/or employees shall secure their Individual Health Permit from the moment they are actually accepted by the management of any business or industrial establishments to start working.

Article E. Service fees for Health Examination

SEC. 5E.01. Imposition of Fee. There shall be collected an annual fee of Fifty Pesos (P50.00) from any person who is given a physical examination by the City health Officer or his duly authorized representative, as required by existing ordinances. The laboratory examination fees are as follows.

A. Scrological test:		
a. VDRL/RPR	=P=	70.00
b. TPPA		150.00
c. HIV/AIDS Test (Screening)		350.00
d. Hepa-B Surface Antigen Test		200.00
B. Blood Chemistry:		
a. Fasting Blood Sugar (FBS)	=P=	40.00
b. Uric Acid (UA)		80.00
c. Cholesterol		80.00
d. Creatinine		80.00
e. Blood Urea Nitrogen (BUN)		80.00
f. Triglyceride		150.00
g. HDL		100.00
C. Hematology:		
a. CBC (Complete Blood Count)		60.00
b. Hemoglobin/Hematocrit		20.00
c. RBC/WRC		20.00
d. Platelet		100.00
e. Blood Typing		50.00
f. Clotting time/Bleeding time		20.00
g. ESR		30.00

D. Urinalysis		
a. Routine		20.00
b. Pregnancy test		150.00
E. Fecalysis		
a. Direct Fecal Smear		20.00
b. Occult Blood		40.00
F. Enteric & General Bacteriology		
a. Vaginal Smear/Urethral Smear (Gram's)		30.00
b. Culture & Sensitivity Test		300.00
c. Culture		150.00
G. Cytology		
a. Pap's Smear		100.00
H. Water Analysis		
a. Sanitary Bacteriological Analysis of Water		200.00
I. X-ray		
a. Chest X-ray		100.00
J. Hepa B		100.00
K. Dental Fees		
a. Temporary Filling	=P=	50.00 /tooth
b. Permanent Filling		100.00 – Amalgam
		150.00 – Fuji IX
c. Extraction		50.00 /tooth
		10.00 – Additional for every anesthesia used
d. Oral Prophylaxis (Scaling & Polishing)	}	
e. Gum Treatment (Perio Dental Treatment)		200.00
f. Dental X-ray		100.00

*SENIOR CITIZEN - Less 20% upon OSCA ID Presentation

Environmental Health & Sanitation fees

1. Sanitation Inspection Fees	=P= 500.00
2. Annual Accreditation Fees	5,000.00
a. Laboratories	
b. Pest Control	
c. Pharmacy / Drug Store	
d. Clinics / Hospitals / Medical Facilities	
e. Massage Clinic / Reflexology Center / Slenderizing Saloons / Aromatheraphy Centers / Fitness Centers	
3. Certificate of Water Potability	100.00
4. Sanitation Standard Rating Stickers	300.00
5. Designated Smoking Area (DSA) Sticker	300.00
6. Annual Permit Fee for a Designated Smoking Area	5,000.00
7. Annual Permit Fee for Cell Site	1,000.00
8. Local Environmental Users Fee	
a. First Offense	1,000.00
b. Second Offense	3,000.00
c. Third Offense	5,000.00
9. Any Certified True Copy Document to be issued by the City Health Office	=P= 50.00
10. Counselling seminar for commercial sex worker (CSW)	30.00
11. Pre-Marital Counselling for issuance of marriage license	100.00
12. Medical Certificate (LTO requirement)	50.00
13. Drug Testing	250.00
14. Permit Fees for Cadaver Disposition	
a. Burial Permit Fee	200.00
b. Exhumation Permit Fee	200.00
c. Transfer Permit Fee	300.00
d. Entrance and Burial Fee	300.00
e. Cremation Permit Fee	400.00
15. Imposition of Penalty Fees	
a. Employees without Health Certificate (shouldered by the employer)	
1. First Offense	1,000.00
2. Second Offense	3,000.00
3. Third Offense	5,000.00
b. CCAs, GROs, Commercial Sex Workers, Dancers, CLEOS without VD Clearances	1,000.00 /person
c. Non-Posting of Sanitary Permit	1,000.00
d. Establishment operating without Sanitary Permit	
1. First Offense	1,000.00

2. Second Offense	3,000.00
3. Third Offense	5,000.00
e. Failure to present Monthly Water Analysis for water refilling stations (98-032)	
1. First Offense	Warning
2. Second Offense	3,000.00
3. Third Offense	5,000.00
f. Violations of Smoking Ordinance (2002-090)	
1. First Offense	1,000.00
2. Second Offense	2,000.00
3. Third Offense	3,000.00

SEC. 5E.02 Time of Payment. The fee shall be paid to the City Treasurer before the physical examination is made and the medical certificate is issued.

SEC. 5E.03. Administrative Provisions.

(a) Individuals engaged in an occupation or working in the following establishments, are hereby required to undergo physical and medical examination before they can be employed and once every six months thereafter:

1. Food Service Industries
2. Retail / Wholesale Service Establishments
3. Tourist Oriented Service Places
4. Beauty / Tonsorial & Fitness Service Establishments
5. Industrial / Manufacturing Companies
6. Customer Service Offices
7. Entertainment Service Places
8. Amusement & Recreational Service Places
9. Professional / Personal Service Establishments
10. Construction Service Companies
11. Finance Service Offices
12. Publishing / Printing / Advertising / Media Service Establishments
13. Managerial / Supervisory Offices
14. Office Personnel & Staff Offices
15. Medical Service Establishments
16. Other Service Oriented Companies

(b) Owners, managers or operators of the establishments shall see to it that their employees who are required to undergo physical and medical examinations have been issued necessary health certificates.

(c) The City Health Officer shall keep a record of physical and other health examinations conducted, and the copies of health certificates issued indicating the name of the applicant, the date and the purpose for which the examination was made.

Article F. Sanitary Permit Fees

SEC. 5F.01. Imposition of Fee. There shall be collected an annual sanitary inspection fee from each business establishment in the City of Makati in accordance with the following schedule:

	<u>Fees Rate</u> <u>Per Annum</u>
a. Airline and/or shipping companies	=P= 1,500.00
b. Banks and other financial institutions include banks, non-bank financial intermediaries, lending investors, finance and investment companies, investment house, pawnshops, money shops, insurance companies, stock markets, stock brokers and dealers in securities and foreign exchange including pre-need company, & foreign exchange dealer.	
Main Office	1,000.00
Every branch thereof	750.00
c. Gasoline service/filling stations	750.00
d. Private hospitals, animal hospitals	1,500.00
e. Medical/dental clinics	450.00
f. Dwellings and spaces for rent:	
(1) Hotels, per room accommodation.....	=P= 60.00
(2) Building, per office/residential space.....	60.00
(3) Apartels, pensions, drive-inns per room accommodation.....	45.00
(4) Commercial apartments / Condominiums, per space.....	60.00
(5) Residential apartments / Condominiums.....	45.00
(5) Dormitories, lodging or boarding houses, per boarder accommodation.....	30.00
(7) Residential houses for rent, per house:	

a. With garage and/or swimming pools	750.00
b. Without garage and/or swimming pools	300.00
c. With rooms occupies by different tenants with common kitchen and/or comfort facilities	150.00
g. Institution of learning, per room teaching accommodation	30.00
h. Media facilities	600.00
i. Telegraphs, teletypes, cable and wireless communication companies:	
Main office	1,500.00
Every Branch Office	600.00
Telephone/electric power plant.....	1,500.00
j. Regional Headquarters / Regional Operating Headquarters, Representative Office and/or offices of professionals....	150.00
k. Peddlers	30.00
l. All other business, industrial, commercial agricultural establishments not specifically mentioned above:	
with an area of 1,000 sq.m. or more.....	1,200.00
500 or more but less than 1,000 sq.m.....	900.00
200 or more but less than 500 sq.m.....	600.00
100 or more but less than 200 sq.m.....	450.00
50 or more but less than 100 sq.m.....	300.00
25 or more but less than 50 sq.m.....	150.00
Less than 25 sq.m.....	90.00

SEC. 5F.02. Time of Payment. The fee herein imposed shall be paid to the City Treasurer after a sanitary inspection of the establishment has been made but prior to the issuance of the sanitary inspection certificate by the City Health Officer, and upon renewal of the same every year thereafter within the first twenty (20) days of January.

SEC. 5F.03 Administrative Provisions. Except as otherwise provided, the City Health Officer or his duly authorized representative shall conduct an annual sanitary inspection of all houses, accessories or buildings for rent or as soon as circumstances require and all business establishments (commercial, industrial) in the City of Makati in order to determine their

adequacy of ventilation, propriety of habitation and general sanitary conditions pursuant to the existing laws.

Every permit issued shall show the name of the applicant, his nationality, marital status, address, nature of organization (whether sole proprietorships, partnership or corporation), location information or data as may be necessary.

The permit shall be granted for a period of not more than one (1) year and shall expire on the thirty first (31st) day of December following the date of issuance thereof, unless revoked or surrender earlier.

Every permit shall cease to be in force upon revocation, surrender of same upon closure of the business or discontinuance of the undertaking for which the permit was issued. The business shall be deemed finally closed only upon payment of all taxes, charges and fees due thereon.

Article G. Garbage Fees

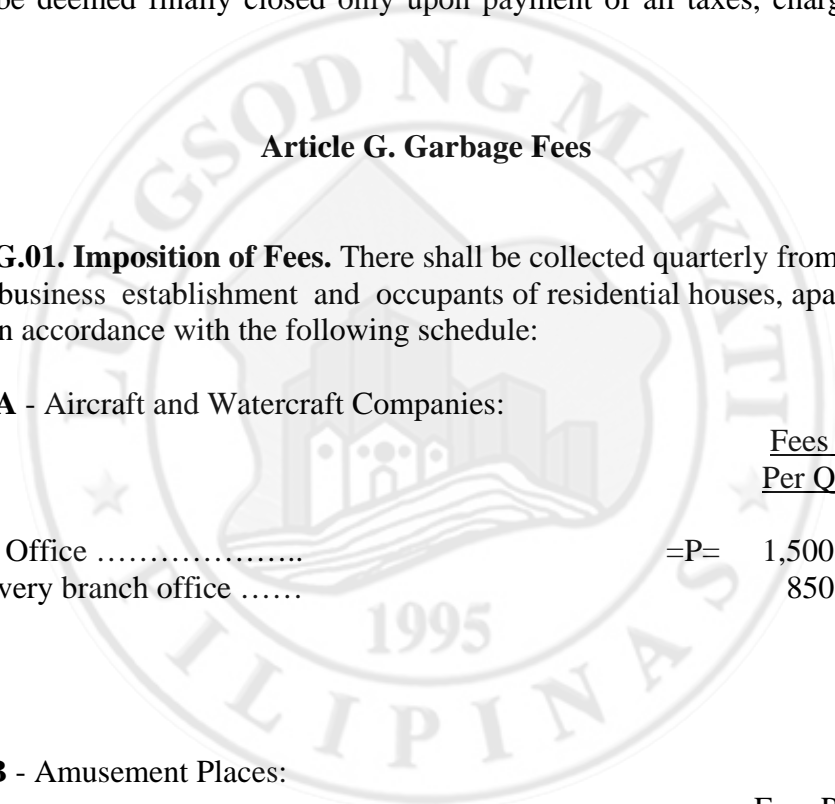
SEC. 5G.01. Imposition of Fees. There shall be collected quarterly from every owner or operator of a business establishment and occupants of residential houses, apartments and flats a garbage fee, in accordance with the following schedule:

SCHEDULE A - Aircraft and Watercraft Companies:

	<u>Fees Rate</u> <u>Per Quarter</u>
1. Main Office	=P= 1,500.00
2. For every branch office	850.00

SCHEDULE B - Amusement Places:

	<u>Fees Rate</u> <u>Per Quarter</u>
1. Amusement centers and establishments with coin-operated machines, appliance, amusement rides and shooting galleries, side show booths and other similar establishments with contrivances for the amusement per machine	=P= 50.00
2. Billiard and/or pool halls, per table...	20.00
3. Bowling establishments per lane.....	50.00
4. Casinos	1,500.00
5. Circuses, carnivals and the like	500.00
6. Cockpits	1,000.00



7. Golf links and/or ranges	600.00
8. Gymnasium.....	200.00
9. Membership clubs, associations or organizations:	
a. Serving foods, drinks and lodging facilities	600.00
b. Serving foods and drinks without lodging facilities	300.00
10. Night/day clubs, discos and other similar establishments:	
a. Night clubs	750.00
b. Day clubs	500.00
c. Cocktail lounges or bars, beer gardens discos.....	400.00
11. Race tracks, Jai-alai frontons, coliseums or similar establishments	1,500.00
For every off track and/or off-fronton betting center.....	500.00
12. Resorts or other similar establishments	200.00
13. Sauna baths and massage clinics, per cubicle.....	100.00
14. Skating rinks	200.00
15. Stadia, sports complexes	500.00
16. Theaters or cinema houses with seating capacity of:	
a. More than 2,000 persons	500.00
b. 500 to 2,000 persons	300.00
c. Less than 500 persons	200.00
17. Pelota court, tennis court, badminton court and others of similar nature	100.00

SCHEDULE C - Electric and Power Companies:

	<u>Fees Rate</u> <u>Per Quarter</u>
1. Main office and/or each power plant	=P= 1,500.00
2. Every branch office thereof.....	850.00

SCHEDULE D - Financial Institutions:

1. Banks:	
a. Commercial banks (main office)...	=P= 1,350.00
Every branch thereof	850.00
b. Savings banks (main office)	1,350.00
Every branch thereof	850.00
c. Rural banks	850.00

2. Savings and loan associations, non-banks, financial intermediaries, lending investors, finance and investment companies, pawnshops, money shops, insurance companies, stock markets, stock brokers, dealer in securities, including pre-need companies and foreign exchange.

Main office	=P= 1,350.00
Every branch thereof	850.00

SCHEDULE E - Gasoline Service / Filling Stations..... =P= 2,250.00

SCHEDULE F - Private Hospitals..... =P= 1,500.00
 Animal Hospitals and others..... 850.00

SCHEDULE G - Hotels, Motels, Apartels, Pension Inns, Drive-ins, Boarding Houses, Lodging Houses, Dormitories, Dwellings and other Spaces for Lease or Rent:

1. Hotels, motels, drive-inns, apartelle, pension inns and lodging houses.....	=P= 1,350.00
2. Commercial/Residential Building & Lot for Lease....	1,350.00
3. Apartment, condominium and house for rent /per unit.....	50.00
4. Boarding houses, dormitories, bed spaces (bed capacity) , per bed.....	30.00

SCHEDULE H - Institutions of Learning

1. Private universities, colleges, schools and educational or vocational institutions based on the total semestral enrollment as follows:

	<u>Fees Rate</u> <u>Per Quarter</u>
a. 50,000 students or more...	=P= 1,200.00
b. 30,000 or more but less than 50,000 students.....	900.00
c. 20,000 or more but less than 30,000 students.....	600.00
d. 10,000 or more but less than 20,000 students.....	350.00
e. 5,000 or more but less than 1,000 students.....	200.00

f. 1,000 or more but less than 5,000 students.....	150.00
g. 300 or more but less than 1,000.....	75.00
h. Below 300 students.....	50.00

SCHEDULE I - Liquefied Petroleum Gas Dealer:

1. Marketer.....	1,350.00
2. Dealer.....	1,350.00

SCHEDULE J - Market Stall holders:

1. Public Markets	
a. For each stall with 100 or more stall holders....	50.00
b. For each stall with less than 100 stall holders.....	50.00
2. Private Markets	
a. Each stall.....	50.00

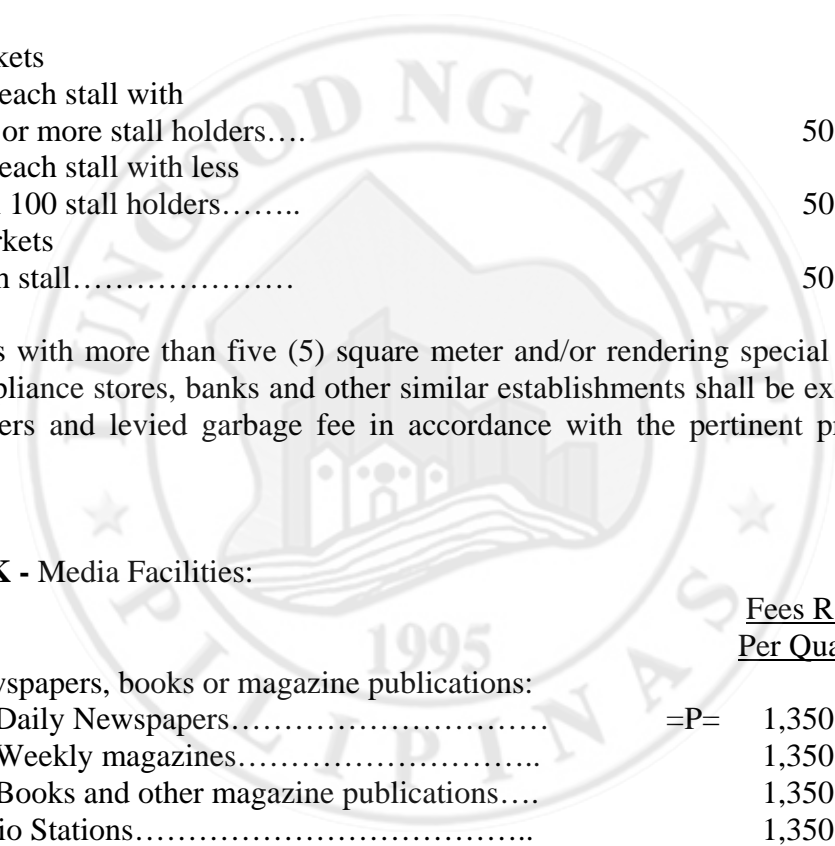
Stall holders with more than five (5) square meter and/or rendering special services such as pawnshops, appliance stores, banks and other similar establishments shall be excluded under the term stall holders and levied garbage fee in accordance with the pertinent provisions of this Chapter.

SCHEDULE K - Media Facilities:

	<u>Fees Rate</u> <u>Per Quarter</u>
1. Newspapers, books or magazine publications:	
a. Daily Newspapers.....	=P= 1,350.00
b. Weekly magazines.....	1,350.00
c. Books and other magazine publications....	1,350.00
2. Radio Stations.....	1,350.00
3. TV Stations.....	1,350.00

SCHEDULE L - Telegraph, Teletype, Cable and Wireless Communication Companies, etc.:

1. Main Office.....	=P= 1,350.00
2. Every branch/station thereof.....	850.00



SCHEDULE M - Telephone Companies:

1. Main Office.....	=P= 1,500.00
2. Every branch/Station thereof.....	850.00

SCHEDULE N - Terminal Garage for Bus, Taxi and other Public Utility Vehicles except those Used for Home Garage.... =P= 1,350.00

SCHEDULE O – Real Estate Dealer / Developer..... =P= 500.00

SCHEDULE P – Office Space

1. Regional Headquarters, Regional Operating Headquarters, Representative Office, Display Offices and other similar offices.....	=P= 1,350.00
2. Non-Stock, Non-Profit Dental Clinic, Medical Clinic, Law Office, Architectural Offices, and other offices of Professional.....	850.00

Fees Rate
Per Quarter

SCHEDULE Q – Liaison/Administrative & Executive Office..... =P= 1,350.00

SCHEDULE R - Film shootings, per day..... 50.00

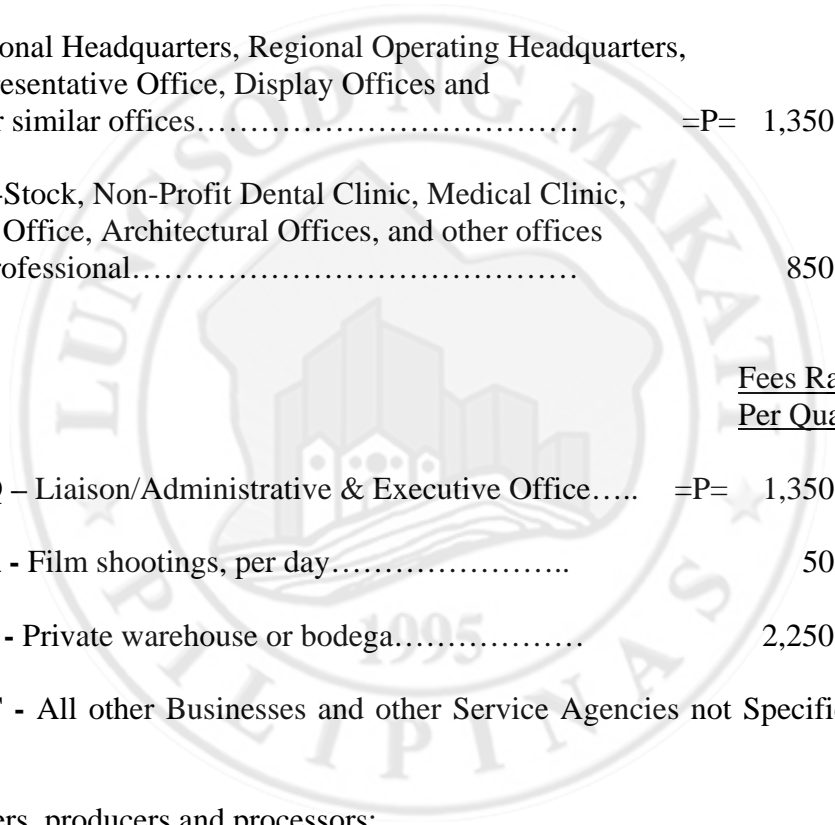
SCHEDULE S - Private warehouse or bodega..... 2,250.00

SCHEDULE T - All other Businesses and other Service Agencies not Specifically mentioned above:

I. Manufacturers, producers and processors:

A. Factory with an aggregate area of:

1,000 sq. m. or more.....	=P= 2,250.00
500 or more but less than 1,000 sq.m.....	2,250.00
200 or more but less than 500 sq.m.....	2,250.00
100 or more but less than 200 sq.m.....	2,250.00
50 or more but less than 100 sq.m.....	1,000.00
25 or more but less than 50 sq.m.....	500.00
Less than 25 sq.m.....	300.00



B. Principal / branch or sales office with an aggregate area of:

Factory is Within the Locality

1,000 sq.m. or more	=P= 2,250.00
500 or more but less than 1,000sq.m....	2,250.00
200 or more but less than 500sq.m.....	2,250.00
100 or more but less than 200sq.m.....	2,250.00
50 or more but less than 100sq.m.....	1,000.00
25 or more but less than 50sq.m.....	500.00
Less than 25sq.m.....	300.00

Fees Rate
Per Quarter

Factory is Outside the Locality

1,000 sq.m. or more	=P= 1,350.00
500 or more but less than 1,000sq.m....	1,350.00
200 or more but less than 500sq.m.....	1,350.00
100 or more but less than 200sq.m.....	1,350.00
50 or more but less than 100sq.m.....	1,000.00
25 or more but less than 50sq.m.....	500.00
Less than 25sq.m.....	300.00

II. Exporters / Importers:

1. Main Office.....	=P= 850.00
2. With Warehouse.....	1,350.00

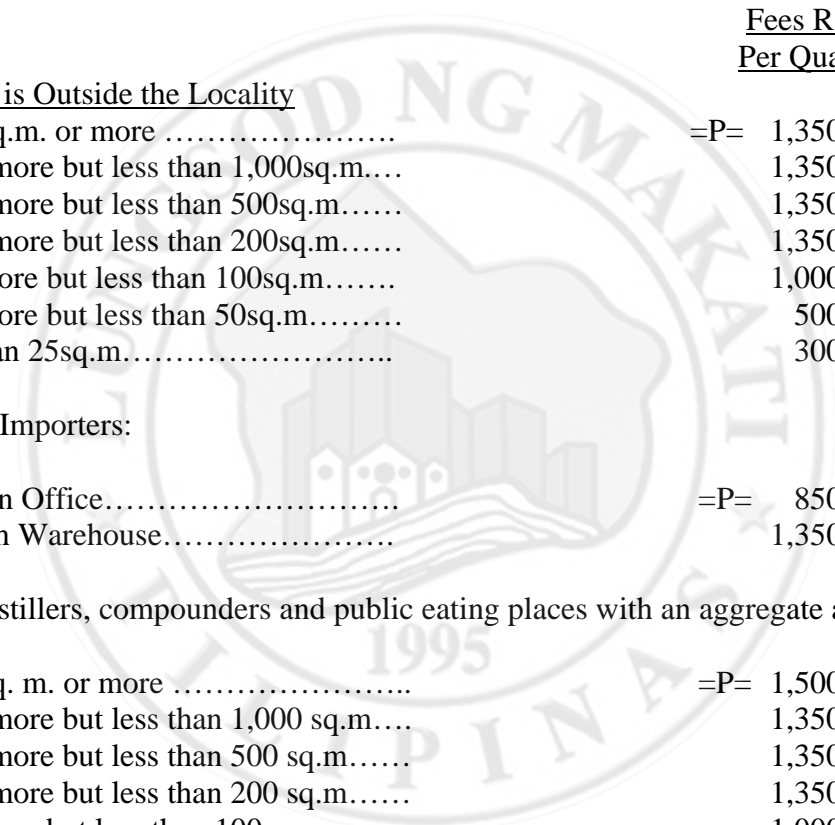
III. Brewers, distillers, compounders and public eating places with an aggregate area of:

1,000 sq. m. or more	=P= 1,500.00
500 or more but less than 1,000 sq.m....	1,350.00
200 or more but less than 500 sq.m.....	1,350.00
100 or more but less than 200 sq.m.....	1,350.00
50 or more but less than 100 sq.m.....	1,000.00
25 or more but less than 50 sq.m.....	500.00
Less than 25 sq. m.....	300.00
Carinderia.....	50.00

IV. Owners or operators of business establishments rendering services:

A. Business office of general contractors (building specialty engineering), manpower, service/employment agencies, private detective agencies, advertising agencies with an aggregate area of:

1,000 sq.m. or more	=P= 1,350.00
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500 or more but less than 1,000 sq.m.....	1,350.00
200 or more but less than 500 sq.m.....	1,350.00
100 or more but less than 200 sq.m.....	1,350.00
50 or more but less than 100 sq.m.....	1,000.00
25 or more but less than 50 sq.m.....	500.00
Less than 25 sq. m.....	300.00

B. Other contractors/business establishments engaged in rendering services, printers and publishers with an aggregate area of:

	<u>Fees Rate</u> <u>Per Quarter</u>
1,000 sq. m. or more	=P= 1,500.00
500 or more but less than 1,000 sq. m.....	1,350.00
200 or more but less than 500 sq. m.....	1,350.00
100 or more but less than 200 sq. m.....	1,350.00
50 or more but less than 100 sq. m.....	1,000.00
25 or more but less than 50 sq. m.....	500.00
Less than 25 sq. m.....	300.00

V. Independent wholesalers, dealers, distributors, repackers and retailers with an aggregate area of:

1,000 sq. m. or more	=P= 1,350.00
500 or more but less than 1,000 sq. m.....	1,350.00
200 or more but less than 500 sq. m.....	1,350.00
100 or more but less than 200 sq. m.....	1,350.00
50 or more but less than 100 sq. m.....	1,000.00
25 or more but less than 50 sq. m.....	500.00
Less than 25 sq. m.....	300.00
Sari-Sari Store.....	50.00

SEC. 5G.02. Time of Payment.- The fees prescribed in this Article shall be paid to the City Treasurer or to his duly authorized representative within the first twenty (20) days of each quarter.

SEC. 5G.03. Garbage Service Charges for Multiple Business.- Where there are two (2) or more kinds of businesses subject to the garbage charges, conducted in the same place or establishment by the same owner or operator, the charge to be collected shall be that which has the highest rate among the businesses concerned plus twenty-five percent (25%) thereof,

provided that the total garbage fee shall not exceed Ten Thousand Pesos (P 10,000.00) per annum.

SEC. 5G.04. Manufacturers, producers maintaining or operating principal offices, factories and/or sales offices in the same premises.- For purposes of collection of the garbage charges under Schedule S(1), manufacturer or producers maintaining their factory, principal or sales offices in the same premises shall pay the garbage charges based on the total aggregate area of such business premises at rates prescribed under Schedule S(1-a) of this chapter.

SEC. 5G.05. Accrual of fees.- All fees collected under this Article shall accrue to the City of Makati to be used for the operating expenses in the collection and disposal of garbage.

SEC. 5G.06. Newly established business.- In case of newly started business, the applicable garbage charges shall be compounded proportionately to the quarterly charge.

SEC. 5G.07. Surcharge for late payment.- Failure to pay the garbage charge on time, shall be subject to a surcharge of twenty five percent (25%) of the original amount of charge due, such surcharge to be paid at the same time and in the same manner as the charge due.

SEC. 5G.08. Administrative provisions.-

(a) The owner or operator of business establishments and occupants of residential houses, apartments and flats shall provide for his premises the required garbage can or receptacle properly covered which shall be placed in front of his establishment or place before the time of collection. No Mayor's permit shall be issued or renewed without first complying with this provision, in case of businesses.

(b) The Sanitary Inspector (or the City Health Officer) shall inspect once a month the said business establishment to find out whether garbage is properly disposed off within their premises.

