

**ADDITIONAL LINE OF BUSINESS**

***Corporation/Partnership:***

1. Mayor's Permit for the current year (Original)
2. SEC Certificate /Articles of Incorporation or Partnership (Certified True Copy)  
*\*photocopy of the SEC Certificate/AOI shall be accepted, provided the original copy is presented to the Licensing Officer*
3. Board Resolution/ Secretary's Certificate/ Partnership Resolution of the authorized signatory and the specific authority of the transacting person to process the Additional Line of Business
4. Clear photocopy of ID of the authorized person and the authorized signatory
5. Other documents may be required depending on the applied additional business line/s :  
*\* Sketch Map*

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6. Service/Reprinting Fee: P50.00