

**PETITION FOR AUTHORITY TO INSTALL ADVERTISING
SIGNS ON AUTHORIZED UNITS**

(MC No. 87-007, 87-007-A, 93-009, 2006-010, 2006-057, 2007-008, 2013-005 and 2015-029)

WHO CAN AVAIL OF THE SERVICE/PURPOSE: CPC holder who intends to install advertising signs on their authorized unit/s.

For individuals, personal appearance of petitioner is required. However, should it not be possible for petitioner to be physically present, authorized representative who is a lawyer or a relative (re: direct ascendant/descendants) is allowed upon presentation of duly notarized Special Power of Attorney (SPA), valid IDs and proof why petitioner is not physically present;

For corporations/cooperatives/others, please see corresponding requirements below.

REQUIREMENTS:

1. Four (4) copies of Verified Petition with annexes and verification and certification of Non-Forum Shopping;
2. Original and Photocopy of Valid Government-Issued Identification Card with photograph of Applicant/Petitioner (Driver's License, SSS, PAG-IBIG, BIR, Phil Health, Postal, Voter's ID, or Philippine Passport);
3. Original and photocopy of current LTO OR/CR of authorized unit with year model;
4. Photocopy of Contract between operator and advertising agency 's authorized representative (indicate the duration/units to be used);
5. Photocopy of the details of the design, dimension, material, and mounting.

TD	LEGAL	OBMC	OED	OCHM

Additional Requirements:

For Cooperatives:

1. Original and photocopy of Board Resolution authorizing the installation of advertising signs and delegating the authorized representative/s to file petition.

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For Corporations:

1. Original and photocopy of Board Resolution/Secretary's Certificate authorizing the installation of advertising signs and delegating the authorized representative/s to file petition.

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DURATION: Five (5) to Ten (10) days per unit but not exceeding fifteen (15) days per application

OUTPUT: Order approving or denying the Petition

FEES:

For Public Utility Buses:

Filing Fee- Php 700.00 (1st 2 units)*
Php 200.00 (excess/unit)

Advertising Permit Fee- Php 10,000.00 (1st 5 units)
Php 1,000.00 (excess/unit)

For Taxi:

Filing Fee- Php 700.00 (1st 2 units)*
Php 200.00 (excess/unit)

Advertising Permit Fee- Php 7,500.00 (1st 5 units)
Php 500.00 (excess/unit)

For PUJ and other modes:

Filing Fe - Php 690.00 (1st 2 units)*
Php 200.00 (excess/unit)

Advertising Permit Fee- Php 5,000.00 (1st 5 units)
Php 400.00 (excess/unit)

**(Includes Clearance of Accounts, Franchise Verification and Legal Research Fee)*

NOTES:

All advertisements to be installed shall conform to Memorandum Circular No. 2013-005 entitled "Standard Requirements and Guidelines in the Processing, Approval and Issuance of Permit on Transit Advertisement";

The advertisement shall only be installed upon release of Order approving the Petition;

To include in the Order a directive that no more than 30 days after the expiration of the advertising contract, the applicant will submit proof of compliance under oath showing complete restoration of the unit prior to installation of advertisements.