



Republic of the Philippines
MUNICIPALITY OF CATARMAN
Province of Northern Samar

BUSINESS PERMITS AND LICENSING OFFICE

**RETIREMENT OF BUSINESS
REQUIREMENTS CHECKLIST**

- Cancellation of DTI registration name (Not required if business has other branches using the same DTI business registration)
- Certificate of Closure from the Barangay
- Letter request to Mayor thru BPLO Chief stating the reason of business closure
- Surrender Business Permit
- Surrender Business Plate