



**TUGUEGARA CITY COMMERCIAL CENTER &
TUGUEGARAO CITY CENTRAL PUBLIC MARKET**



EXTERNAL SERVICES

1. Public Market

Service Description: A market which is not only to the resort of the General Public or Purchase but also available to all who wish to offer their services and merchandise for trade or for sale.

Office or Division:	Tuguegarao City Commercial Center & Tuguegarao City Central Public Market			
Classification:	Simple Transaction			
Type of Transaction:	Government to Citizen/Public			
Who may avail:	All Government Agencies, LGUs, other Government Instrumentalities and the Public,			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
<ol style="list-style-type: none"> Ambulant, Itinerant, Transient Vendors <ul style="list-style-type: none"> Bonafide Resident of Tuguegarao (Barangay Certification), Voter's ID, Residence Certificate (Cedula) Weighing Scale– Calibrated and Sealed Test Weight of Digital Weighing Scale 		<ul style="list-style-type: none"> Barangay Hall Comelec City hall, Tuguegarao City City Treasurer's Office Tuguegarao City Commercial Center & Tuguegarao City Central Public Market Tuguegarao City Commercial Center & Tuguegarao City Central Public Market 		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Secure Barangay Certification, Voter's ID, Residence Certificate (Cedula)	1. Process Application once documents are complete	10—20.00 per sqm. (To be collected by City Treasurer's Office)	5 Minutes	<i>City Market Administrator / Market Liners Market Administrative Staff</i>
2. Vendors will bring their respective Digital Weighing Scales to the City Treasurer's Office for Proper Calibration and to be Sealed	1. Test Weight and Monitor all Digital Weighing Scales for Accuracy, and if they are properly Calibrated and Sealed.	150.00 (To be collected by City Treasurer's Office)	30 Minutes	<i>City Market Administrator / Market Liners Market Administrative Staff City Treasurer's Office Department of Trade and Industry</i>