



Republic of the Philippines
OFFICE OF THE CITY MAYOR
BACOLOD BUSINESS DEV'T. AND INVESTMENT PROMOTION CENTER
Bacolod City
Telephone No. (034) 435-8125)

PROCEDURE FOR FILING OF APPLICATION FOR INCENTIVES UNDER THE LOCAL INVESTMENT CODE

1. Applicant secures Application Form and Checklist of requirements from the Bacolod Business Development & Investment Promotion Center (BBDIPC) located at the 2nd floor of the New Government Center, Bacolod City (Annex City Planning and Development Office).
2. Applicant submits duly accomplished Form and complete supporting requirements to the Bacolod Business Development & Investment Promotion Center (BBDIPC) for review and assessment.
3. When the application is complete per review, the applicant will pay the Application Fee to the City Treasurer's Office.
4. The official receipt (OR) for the Application Fee is forwarded to the Bacolod Business Development & Investment Promotion Center (BBDIPC) to be attached to the Application Documents subject to final evaluation and approval of the Local Investment Board (LIB).