

8. Issuance of Official Receipt for Tax on Delivery Trucks and Vans

This is an annual fixed tax within the Province of Davao del Norte for owners or operators every truck, van or any motor vehicle used by manufacturers, producers, wholesalers, dealers or retailers in the delivery or distribution of products to sales outlets, or consumers, whether directly or indirectly within the province.

Office or Division:		PROVINCIAL TREASURER'S OFFICE		
Classification:		Simple		
Type of Transaction:		G2B, G2C		
Who may avail:		Clients		
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
1. Tax Notice issued by PTO (1 original copy)		PTO Revenue Division		
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Presents Tax Notice to the PTO- Revenue Division	1.1 Receives/reviews/examines the documents presented.	Php 300.00 (4 wheelers multicab) 500.00 (4 wheelers trucks)	1 minute	<i>Local Revenue Collection Officer</i> Provincial Treasurer's Office
	1.2 Computes tax due	800.00 (6 to 8 wheelers) 1,000.00 (10 wheelers)	1 minute	<i>Local Revenue Collection Officer</i> Provincial Treasurer's Office
	1.3 Advises client to pay	1,300.00 (more than 10 wheels) 100.00 – Provincial Official sticker 25% penalty of the amount due for failure to pay the tax on or before the prescribed period 20% interest per annum of the tax due for unpaid amount from the date prescribed.		

CLIENT STEPS	AGENCY ACTION	FEEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
2. Pays to Local Revenue Collector	Receives payment, checks the Official Receipt issued		1 minute	<i>Local Revenue Collection Officer Provincial Treasurer's Office</i>
3. Receives original copy of Official Receipt and document presented	Releases the original copy of Official Receipt and document presented		1 minute	<i>Local Revenue Collection Officer Provincial Treasurer's Office</i>
TOTAL:			5 minutes	