

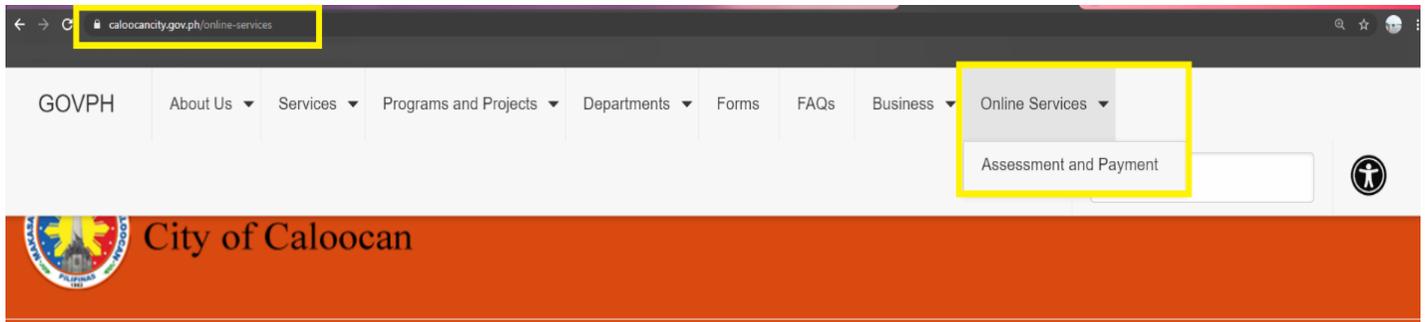
Quick Guide on How to Register and Use the CALOOCAN CITY Web Service Portal



In line with the commitment of the City Government of Caloocan to its constituent and it's valued Taxpayers. The City of Caloocan Launches Web Service Portal that will provide services in a way convenient to taxpayer`s. But first, here`s a quick guide on how to register your Account (members account) to be able to access services.

For more questions, please visit us on <http://www.caloocancity.gov.ph/departments-offices1/contact-details#>

How to register in the Caloocan City website



STEPS

Step1. Go to the [Caloocan City Website](https://caloocancity.gov.ph/online-services) or Go to this link (<https://caloocancity.gov.ph/online-services>)

Step2. Under Online Services Tab click "Assessment and Payment".

Step3. Enter all information needed and click Sign Up.

Signup Guide Downloadable Forms

Create New Account

First Name Juan Last Name Dela Cruz

Birth Date 07/08/1980 Gender Male

Email Address juandelacruz@gmail.com

Mobile Number 09101234567 Resident of CALOOCAN CITY

Password Confirm Password

This question will help us verify your identity should you forget your password.

Security Question What primary school did you attend?

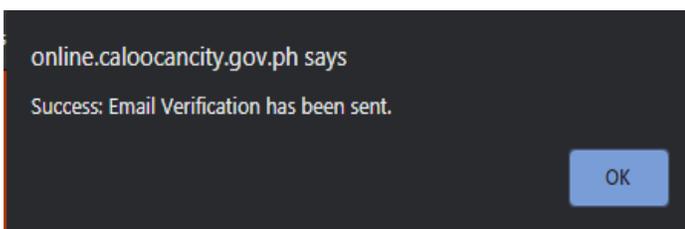
Security Answer CMES

I'm not a robot reCAPTCHA Privacy - Terms

[Didn't receive email verification link](#)

By clicking Sign Up, you agree and that you have read our [Terms and Conditions](#)

Sign Up



Note: Prompt notification will display upon clicking of Sign Up button **Sign Up**

No email verification received?
Click the link [Didn't receive email verification link](#)

I'm not a robot reCAPTCHA Privacy - Terms

Didn't receive email verification link

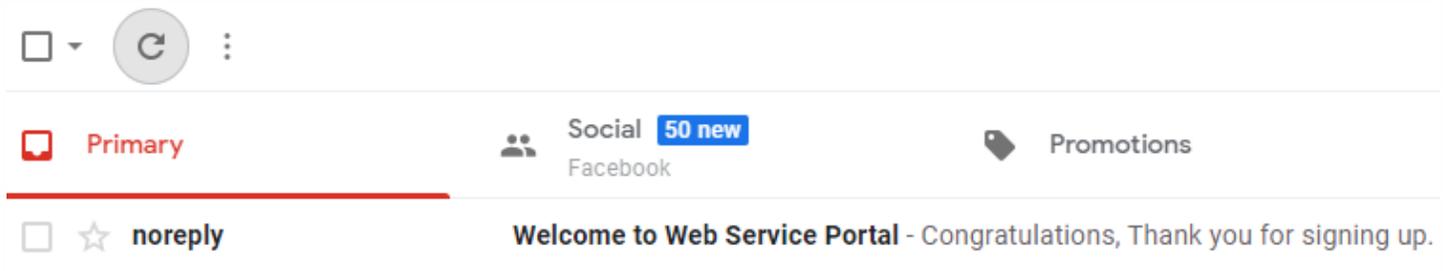
By clicking Sign Up, you agree and that you have read our [Terms and Conditions](#)

Sign Up

For more questions, please visit us on <http://www.caloocancity.gov.ph/departments-offices1/contact-details#>

Step4. A notice of registration and a link will be sent to your registered email

Check your registered Email. Click the link to verify your email.



Step5. Follow the instructions sent to your email to activate your account.

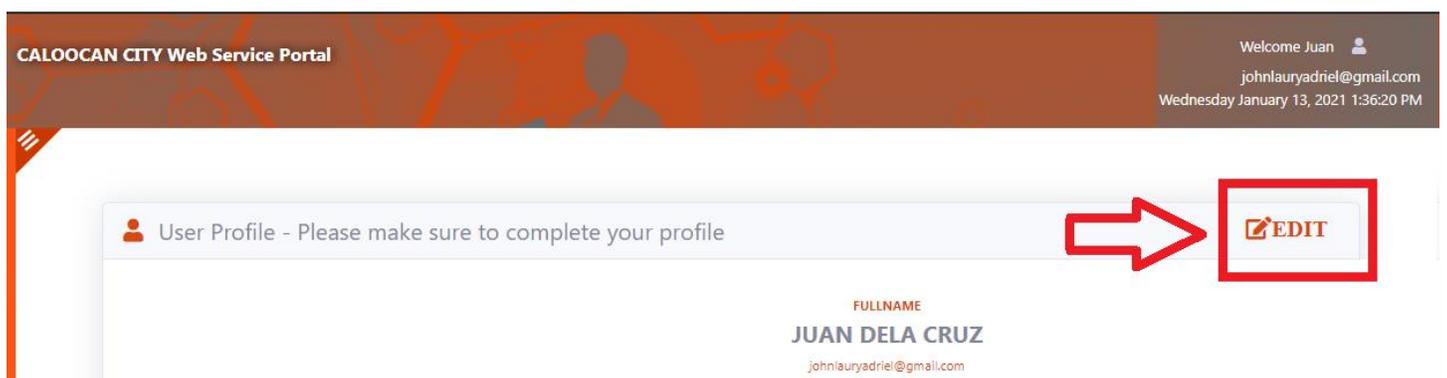
You're all set!

Your email johnlauryadriel@gmail.com has been activated, Thank you for signing up. Click [here](#) and start using our Online Services!

Sign In

A sign-in form with a dark brown background. It has two input fields: 'Email Address' containing 'juandelacruz@gmail.com' and 'Password' with masked characters. A 'Sign In' button is to the right. Below the email field is a link for 'Forgot password?'.

Step6. Update the user profile by clicking Edit then update information and save.



For more questions, please visit us on <http://www.caloocancity.gov.ph/departments-offices1/contact-details#>

Edit Profile



Firstname * Juan	Middlename Reyes
Lastname * Dela Cruz	Suffix Enter Suffix
Birthday * 07/08/1980	Gender Male
Address * Chico St. Barangay 60 Caloocan City	Birthplace * Pasig City
Citizenship * Filipino	Civil Status * Single
Profession * Teacher	TIN 123-456-789-0
Mobile Number * 09101234567	Alternate Contact Number Alternate Mobile No.
Telephone Number 021234567	Height (m) 1.3
Weight (kgs) 75	Alternate Email Alternate Email

I am a resident of CALOOCAN CITY

Note: Supported file Extension(.png,.jpg,.pdf)

Government ID <input type="button" value="Choose File"/> UMID.jpg	Special Power of Attorney <input type="button" value="Choose File"/>
Board Resolution/Secretary Certificate <input type="button" value="Choose File"/>	



Close

Save changes

Reminders!

When you update the user profile make sure to upload the following:

- One (1) Valid Government I.D.
- Special Power of Attorney (if you are representative).
- Board Resolution/Secretary Certificate (if you are representing in behalf of you're the company).

For more questions, please visit us on <http://www.caloocancity.gov.ph/departments-offices1/contact-details#>

Services and Facilities available in the CALOOCAN CITY Web Service Portal (Business Related Transactions)

Once you have successfully registered your account, you can now sign-in, check your Business Account information and even access different online services through the website.

Here are some:

- **Enrollment of Business Account or Business Identification Number (BIN) For Quarterly Business Renewal (with previous quarter payment (s)).**

Account Information

Enroll Business:

Enter Bin <input type="text"/>	Enter OR No. <input type="text"/>	<input type="button" value="Enroll"/>
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** Registered Business wanting to apply for renewal or pay their quarterly dues, enroll your business account number (BIN) and latest Official Receipt Number (O.R) for verification*

Step1. Input Business Account Number /Business Identification Number with corresponding latest official receipt paid. Then click Enroll button.

Step2. System will automatically send email notifications to your registered email address regarding the enrollment application status.

Step3. Wait for email verification and approval.

Step4. Once approved you will receive email notification and instruction on payment.

Helpful Tips!

Always check email to keep updated regarding the status of your business account being enrolled.

• ONLINE PAYMENT PROCEDURE

Step1. Select Business Account to pay and click payment.

Business Permit Account (for Payment)

Business ID	Bus. Owner/Manager	Business Name	Business Address	Category	Status	Action
04-000927	JOEL TEJERERO TOMON	BAGONG SILANG MACHINERY	PH9 PKG1 B10 L14 BAGONG SILANG P...	TEEL SORTS	RENEW	Information Payment

Total Amount Due: 50,995.39

[Print Statement of Account](#) [Proceed to Payment](#)

[Back](#)

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Step2. To view and download assessment, click Print Statement of Account button or SOA (optional).

Step3. Click proceeds to payment button, then system will give you options:

- Land Bank of the Philippines/ Other BancNet (Online Payment).
- Over the counter (City Hall payment).

Step4. Click “Pay Now” button.

1 RPTPAYMENT ✓ 2 Payment 3 Complete

Online Payment

Transaction Type: RPTPAYMENT

Account Number: WEB-2021-000494 Amount: 100.96

Select Payment Method

LandBank of the Philippines / Other Bancnet

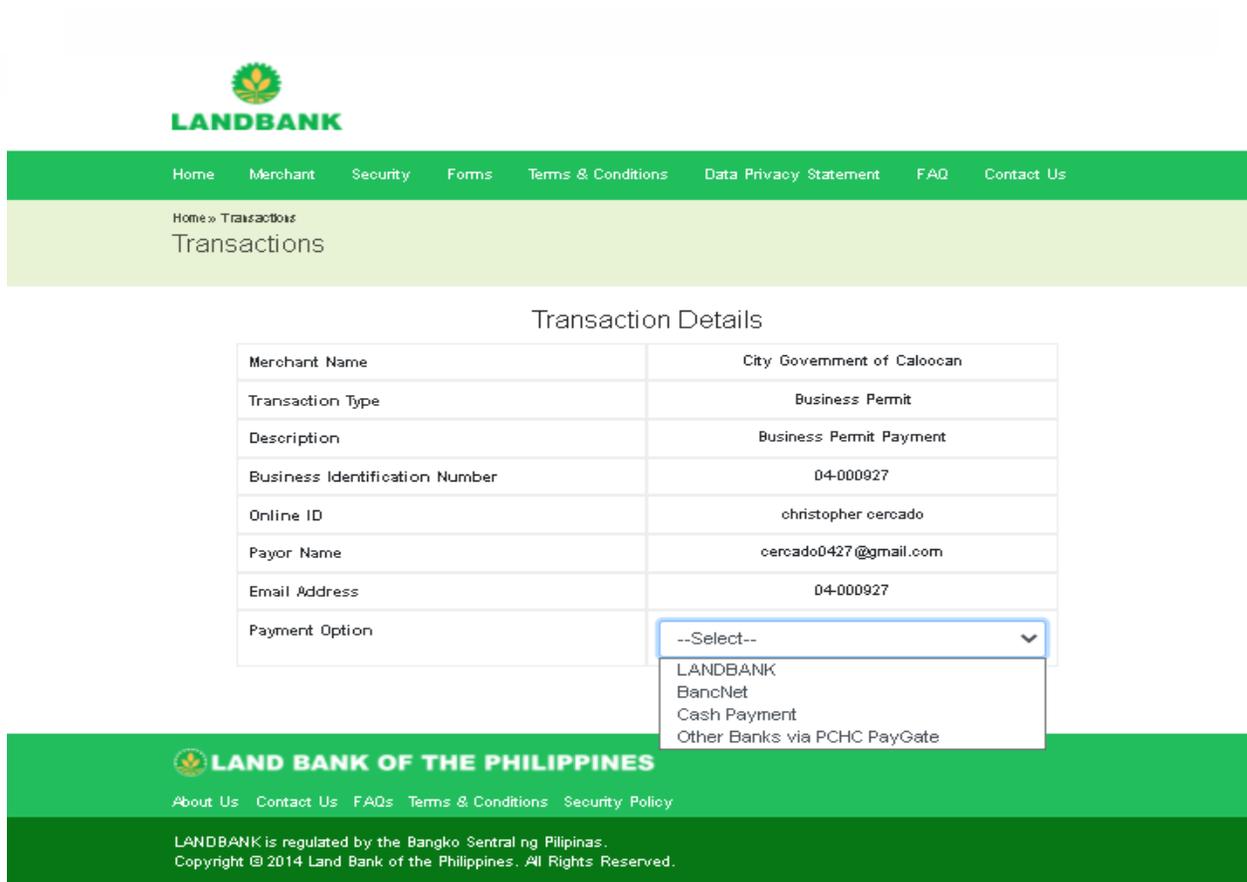
Over the Counter Payment (City Hall)

[Pay Now](#)

Helpful Tips!

If you will choose to pay using “over the counter” option at City Hall, please prepare three (3) copies of SOA that will be presented personally to cashier window.

Step5. If you choose Payment Online using Land Bank, this will re-direct you to Land Bank E-payment portal. Then Select payment option.



The screenshot displays the Land Bank of the Philippines website interface. At the top, the Land Bank logo is visible. Below it is a navigation menu with links: Home, Merchant, Security, Forms, Terms & Conditions, Data Privacy Statement, FAQ, and Contact Us. The breadcrumb trail shows 'Home » Transactions' and 'Transactions'. The main heading is 'Transaction Details'. A table contains the following information:

Merchant Name	City Government of Caloocan
Transaction Type	Business Permit
Description	Business Permit Payment
Business Identification Number	04-000927
Online ID	christopher cercado
Payor Name	cercado0427@gmail.com
Email Address	04-000927
Payment Option	<input type="text" value="--Select--"/> 

The dropdown menu for 'Payment Option' is open, showing the following options: LANDBANK, BancNet, Cash Payment, and Other Banks via PCHC PayGate. The footer of the page includes the Land Bank of the Philippines logo, navigation links (About Us, Contact Us, FAQs, Terms & Conditions, Security Policy), and a disclaimer: 'LANDBANK is regulated by the Bangko Sentral ng Pilipinas. Copyright © 2014 Land Bank of the Philippines. All Rights Reserved.'

For more questions, please visit us on <http://www.caloocancity.gov.ph/departments-offices1/contact-details#>

BancNet ▼

Cash Payment ▼

Please select your bank ▼

- Please select your bank
- Asia United Bank
- BPI Direct BanKo
- CTBC Bank
- Citystate Savings Bank
- DBP
- Enterprise Bank
- Entrepreneur Bank
- Equicom Savings Bank
- Luzon Development Bank
- MASS SPECC
- Malayan Bank
- Overseas Filipino Bank
- PBCom
- Philippine Business Bank
- Philtrust Bank
- Sterling Bank of Asia
- Sun Savings Bank

Over The Counter

ecPAY

BAYAD EXPRESS

7 ELEVEN

Other Banks via PCHC PayGate ▼

Pay Now Using Your Bank Account

We support the following forms of payment. Please choose one of the following options to continue:

Scan QR Code

Using your bank's mobile banking application



Receive a One-Time PIN

Receive a One-Time PIN on your cell phone.

Registration may be needed



Login to Online Banking

Pay using your bank's online banking site.



PESONet

Helpful Tips!

- Make sure to print or screenshot the confirmation of your payment in Business Account.

For more questions, please visit us on <http://www.calococity.gov.ph/departments-offices1/contact-details#>

- Enrollment of Business Account or Business Identification Number (BIN) For Business Renewal.

Account Information

Enroll Business:

Enter Bin <input type="text"/>	Enter OR No. <input type="text"/>	<input type="button" value="Enroll"/>
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** Registered Business wanting to apply for renewal or pay their quarterly dues, enroll your business account number(BIN) and latest Official Receipt Number(O.R) for verification*

Step1. Input Business Account Number /Business Identification Number with corresponding latest official receipt paid then click Enroll button.

Step2. System will automatically send email notifications to you regarding the enrollment application status.

Step3. Wait for email verification and approval.

Step4. Once approved you will receive email notification and instruction on business renewal.

Helpful Tips!

Always check your email to be updated regarding the status of your Business Account being enrolled.

For more questions, please visit us on
<http://www.caloocancity.gov.ph/departments-offices1/contact-details#>

Step5. Once you received enrollment approval, Go to Business Account (For Renewal) and click “Renew”.

CALOOCAN CITY Web Service Portal

Welcome christopher
ceacado427@gmail.com

Accounts

- Register New Business
- Distribution of New Property
- Call Us
- Memberships
- Appointment
- Downloadable Forms

Account Information

Enroll Business:
Enter Bin: Enter OR No.:

Enroll Property:
Enter TDN: Enter OR No.:

* Registered Business wanting to apply for renewal or pay their quarterly dues, enroll your business account number(BIN) and latest Official Receipt Number(OR) for verification

* Registered / Declared Property(ies) wanting to pay annual & quarterly dues, enroll your Tax Declaration number(TDN) and latest Official Receipt Number(OR) for verification

Business Permit Account (for Renewal)

Business ID	Bus. Owner/Manager	Business Name	Category	Action
04-000146	SHIRI EV BATHING		STORE / RICE	Information Other Transaction Renew

Business Permit Account

Business Line: SARI-SARI STORE / RICE Category: RETAILER [NON-ESSENTIAL]

Step6. Upload other business requirements in PDF format, input Gross Sales and click submit, data will then be forwarded to BPLO subject for review and approval.

CALOOCAN CITY Web Service Portal

Welcome christopher
ceacado427@gmail.com

Accounts

- Register New Business
- Distribution of New Property
- Call Us
- Memberships
- Appointment
- Downloadable Forms

Business Renewal

Bus. ID Number: 04-000146 Bus. Owner/Manager: SHIRI EV BATHING

Business Line: SARI-SARI STORE / RICE Category: RETAILER [NON-ESSENTIAL]

Enter Gross: 50,000.00

Notice
Gross amount successfully forwarded to BPLO!
Note: Entered Gross amount will be subject for approval.

Uploaded Files:

<input type="button" value="Choose File"/> Previous Permit (.png, .jpg, .pdf)	<input type="button" value="Choose File"/> VAT Return (TR) (.png, .jpg, .pdf)
<input type="button" value="Choose File"/> BUSINESS PERMIT CALOOCAN.jpg	<input type="button" value="Choose File"/> ITR BIR Form-1701-A.jpg
<input type="button" value="Choose File"/> Barangay Tax Order of Payment (.png, .jpg, .pdf)	<input type="button" value="Choose File"/> Prev. Official receipt (.png, .jpg, .pdf)
<input type="button" value="Choose File"/> BARANGAY CERTIFICATION.jpg	<input type="button" value="Choose File"/> OFFICIAL RECEIPT.jpg

Step7. Wait for confirmation message on your E-mail/G-mail account regarding payment.

Helpful Tips!

Make sure that you upload correct file and inputted correct information before you click submit. Once you click submit you will be restricted to edit or alter information's.

For more questions, please visit us on
<http://www.caloocancity.gov.ph/departments-offices1/contact-details#>

Business Permit Account (for Payment)

Business ID	Bus. Owner/Manager	Business Name	Business Address	Category	Status	Action
04-000927				R STEEL SORTS	RENEW	Information Payment

Total Amount Due: 50,995.39

Print Statement of Account Proceed to Payment

Back

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Step2. To view and download assessment, click Print Statement of Account (SOA) button.

Step3. Click Proceed to Payment button, then system will give you options:

- a.) Land Bank of the Philippines (Online Payment).
- b.) Over the counter (City Hall payment).

Step4. Click “Pay Now” button.

RPTPAYMENT **2** Payment **3** Complete

Online Payment

Transaction Type
RPTPAYMENT

Account Number Amount
WEB-2021-000494 100.96

Select Payment Method

LandBank of the Philippines / Other Bancnet

Over the Counter Payment (City Hall)

Pay Now

For more questions, please visit us on <http://www.caloocancity.gov.ph/departments-offices1/contact-details#>

Step5. If you choose Payment Online using Land Bank, this will re-direct you to Land Bank E-payment portal. Then Select payment option.

Helpful Tips!

If you will choose to pay using “over the counter” option at City Hall, please prepare three (3) copies of SOA that will be presented personally to cashier window.

The screenshot displays the Land Bank of the Philippines website interface. At the top, the Land Bank and Overseas Filipino Bank logos are visible. A green navigation bar contains links for Home, Merchant, Security, Forms, Terms & Conditions, Data Privacy Statement, FAQ, and Contact Us. Below this, a breadcrumb trail shows 'Home » Transactions' and the page title 'Transactions'.

The main content area is titled 'Transaction Details' and contains a table with the following information:

Merchant Name	City Government of Caloocan
Transaction Type	Real Property Tax
Description	Real Property Payment
Tax Declaration Number	00033
Online ID	Cherry Tugay
Payor Name	yrrehc05@gmail.com
Payment Option	<input type="text" value="--Select--"/>

A red diagonal stamp reading 'SAMPLE ONLY' is overlaid on the table. The 'Payment Option' dropdown menu is open, showing the following options: LANDBANK, BancNet, Cash Payment (highlighted in blue), and Other Banks via PCHC PayGate.

At the bottom of the page, the Land Bank of the Philippines logo is displayed alongside navigation links for About Us, Contact Us, FAQs, Terms & Conditions, and Security Policy.

Reminders!

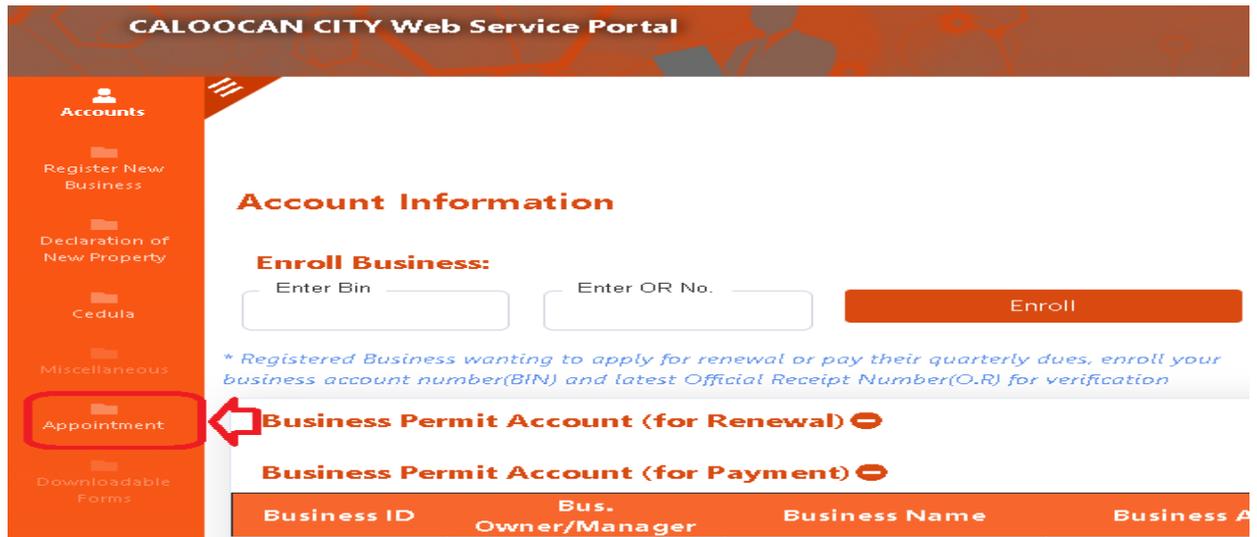
- Make sure to print or screenshot the confirmation of your payment in Real Property Tax.

For more questions, please visit us on <http://www.caloocancity.gov.ph/departments-offices1/contact-details#>

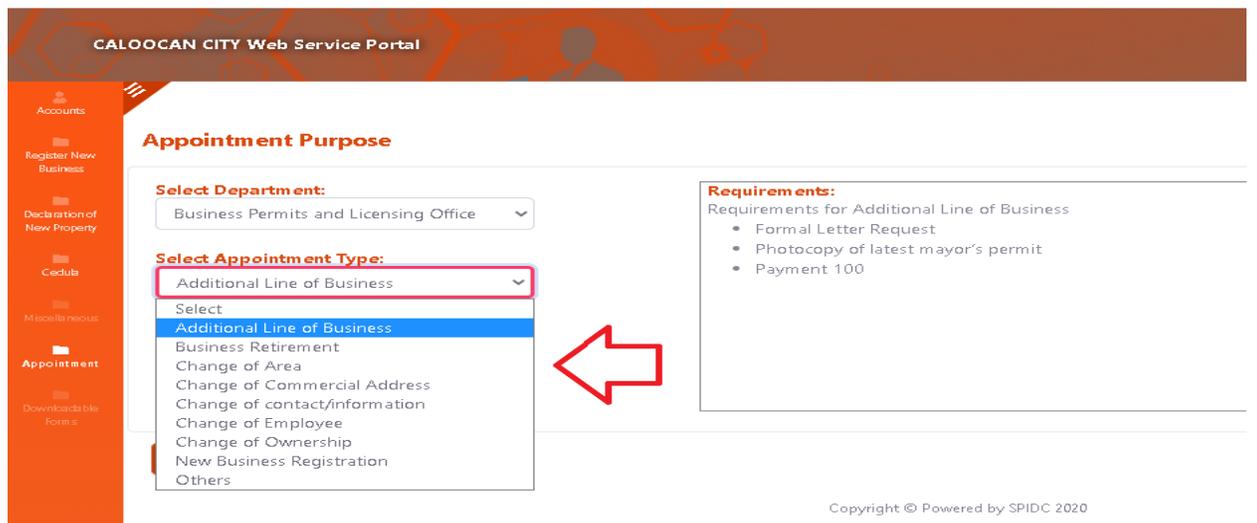
- **Appointment (Schedule Appointment Based on Requested Transactions).**

Step1. Sign-in using Web Portal Account.

Step2. Click Appointment menu.



Step3. Select appointment type and transactions, please bring complete requirements.



Step4. Select date of appointment then select if morning or afternoon (AM or PM) do not forget to upload requirements (in PDF Format) then click “Next Button”.

Note : To set your appointment schedule, please click on the AM or PM button before uploading supported documents

December 2020 today ← →

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	1	2	3 AM Slots 150 PM Slots 150	4 AM Slots 150 PM Slots 150	5
6	7 AM Slots 150 PM Slots 150	8 AM Slots 150 PM Slots 150	9 AM Slots 150 PM Slots 150	10 AM Slots 150 PM Slots 150	11 AM Slots 150 PM Slots 150	12
13	14 AM Slots 150 PM Slots 150	15 AM Slots 150 PM Slots 150	16 AM Slots 150 PM Slots 150	17 AM Slots 150 PM Slots 150	18 AM Slots 150 PM Slots 150	19
20	21 AM Slots 150 PM Slots 150	22 AM Slots 150 PM Slots 150	23 AM Slots 150 PM Slots 150	24 AM Slots 150 PM Slots 150	25 AM Slots 150 PM Slots 150	26
27	28 AM Slots 150 PM Slots 150	29 AM Slots 150 PM Slots 150	30 AM Slots 150 PM Slots 150	31 AM Slots 150 PM Slots 150	1 AM Slots 150 PM Slots 150	2
3	4 AM Slots 150 PM Slots 150	5 AM Slots 150 PM Slots 150	6 AM Slots 150 PM Slots 150	7 AM Slots 150 PM Slots 150	8 AM Slots 150 PM Slots 150	9

No File Chosen Please attach PDF/Scanned copy of supporting documents;

Step5. Confirm your scheduled appointment.

Appointment Confirmation ✕

* Please confirm if all the entries are correct

TRANSACTION TYPE Additional Line of Business	APPOINTMENT DATE December 03, 2020 AM
DEPARTMENT Business Permits and Licensing Office	PURPOSE

You will receive an Email

Step6. You will receive a notification message regarding appointment schedule.

Appointment Schedule Confirmation Inbox x



no-reply@spidc.com.ph

to me, rcl ▾

Dear Valued Customer,

This confirms your appointment with the following details:

Transaction Type : Additional Line of Business

Appointment ID : 20201208-00001

Date : December 08, 2020 AM

Time : AM

Thank you for choosing online transaction. Have a wonderful day!

Reminders!

- Make sure to upload requirements in PDF format and bring requirements (Hard Copy) at the City Hall.