



<p>payment only</p> <p>a. Transfer / deposit payment to Landbank QCG Settlement Mother Account (Account No. <b>1722102300</b>)</p> <p>b. Email the photo of proof of payment and tax assessment / reference slip (received thru email or QC eServices) to <a href="mailto:misctaxpayment.cto@quezoncity.gov.ph">misctaxpayment.cto@quezoncity.gov.ph</a></p>				
<p>5. Pick-up the original Official Receipt (OR) at Business Permit and Licensing Dept. (BPLD)</p>	<p>Verify the payment, validate tax bill, issue official receipts (OR) and transmit OR to Business Permit and Licensing Dept. (BPLD)</p>		<p>3 days or more depending on the number of days payment remittance was received</p>	<p>Payment Verifier Collection Officer OR Transmitter</p>
<b>Total</b>			<p>3 days and 33 minutes</p>	

### ONLINE PAYMENT PROCESSING OF LIQUOR PERMIT

<b>Office or Division:</b>	Online Payment Group (FMU)			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	G2B- Government to Business / G2C-Government to Citizen			
<b>Who may avail:</b>	Quezon City Business owners			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
1. Barangay Clearance for Liquor		Respective Barangay where Business is located		
2. Gcash, Maya, Pesonet Account, or Debit/Credit card		Taxpayer		
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Register to <a href="http://qceservices.quezoncity.gov.ph">qceservices.quezoncity.gov.ph</a> . Create an account using Gmail, facebook ID or email address			3 minutes	Taxpayer
2. Login to your QCeServices account 2.1 Click Business One Stop Shop (BOSS) 2.2 Click Menu then Liquor Permit application 2.3 Click apply for Liquor Permit 2.4 Fill up the online application and upload the necessary requirements			10 minutes	Taxpayer



2.5 Click continue / save 2.6 Click submit				
3. Receive email/text confirmation or access QCeServices account for the order of payment/ assessment availability	Evaluation of application		10 minutes or more depending on the number of evaluations receive per day	BPLD Evaluator
Login to QCeServices 4. Click QC Pay Easy Choose payment method 4.1 Gcash E-wallet a. Login to your account and transfer payment 4.2 Maya E-wallet a. Login to your account and transfer payment 4.3 Credit/Debit Card a. Fill up card details and transfer payment 4.4 Paygate (Pesonet Banks) a. Select and login to your bank account and transfer payment 4.5 Applicable to Landbank Transfer payment only a. Transfer / deposit payment to Landbank QCG Settlement Mother Account (Account No. <b>1722102300</b> ) b. Email the photo of proof of payment and tax assessment / reference slip (received thru email or QC eServices) to <a href="mailto:business taxpayment.cto@quezoncity.gov.ph">business taxpayment.cto@quezoncity.gov.ph</a>		As stated in the online Billing statement inclusive of convenience fee, if any	10 minutes	Taxpayer
5. Pick-up the original Official Receipt (OR) at Business Permit and Licensing Dept. (BPLD)	Verify the payment, validate tax bill, issue official receipts (OR) and transmit OR to Business Permit and Licensing Dept. (BPLD)		3 days or more depending on the number of days payment remittance was received	Payment Verifier Collection Officer OR Transmitter
Total			3 days and 33 minutes	