



LIST OF REQUIREMENTS FOR DEMOLITION PERMIT

BUILDING OFFICIAL

Tel.No. (8) 643 – 1111 LOC. 1682

NAME OF APPLICANT: _____

DATE: _____

LOCATION: _____

CONTACT PERSON / CONTACT NUMBER: _____

- 4 copies of duly accomplished and notarized Demolition Permit application Forms originally signed and sealed by a licensed Civil Engineer / Architect.
- 3 sets old plan or simple sketch plans of the subject building/structure to be demolished with dimensions (floor plan and elevation), vicinity and location plan – originally signed and sealed by the supervising Civil Engineer/Architect and signed by the owner.
- 1 copy of Demolition Methodology – signed and sealed by the supervising Civil Engineer / Architect
- 1 copy of Cost of Demolition and Duration of Demolition – signed and sealed by the supervising Civil Engineer/Architect.
- 1 copy of latest PTR and Valid PRC ID of the supervising Civil engineer or Architect – **originally signed and sealed**
- 1 copy of Certified True Copy of TCT
If in case the applicant is not the registered owner of the said lot / building, in addition to TCT, the following Documents must be attached, whichever is applicable:
 - 1 copy of duly notarized Deed of Absolute Sale
 - 1 copy of duly notarized Deed of Donation
 - 1 copy of assignment of Rights or any proof of land / Building Ownership and Possession.
 - 1 copy duly notarized Affidavit of Consent from the Building Owner
 - 1 copy duly notarized Extra Judicial Settlement (if registered owner is deceased)
 - 1 copy duly notarized Special Power of Attorney
- 1 copy of Tax Declaration of Lot and Building (**Certified true Copy**)
- 1 copy of Tax Clearance or updated Tax Receipt (**Xerox only**)
- 1 copy of Barangay Clearance for DEMOLITION (**Original copy**)
- 1 copy of Homeowner's Clearance (**Original copy**)
- 1 copy of CEDULA (community tax certificate) (**Xerox only**)
- 1 copy of Secretary's Certificate. Authority to Sign (if corporation) (**original copy**)
- 1 copy of Authorization Letter (**original copy**)

REMARKS: _____

Checked by: _____