



DOCUMENTARY REQUIREMENTS: DEMOLITION PERMIT

- 1 Certified True copy -OriginalCertificateofTitle(OCT)/TransferCertificateofTitle(TCT)/DeedofAbsoluteSale AndLot Locational Planfrom LRA(iflessee, Notarized ContractofLease), with latest tax receipts and tax declaration

IN case that the applicant is not the owner of the lot, please submit the following, whichever is applicable:

- Lot owner's **Consent to Construct** and lot owner's Transfer Certificate of Title (TCT) or Original Certificate of Title (OCT) and **Lot plan / sketch plan with vicinity map scale 1:10,000**
- **Contract to Sell or Deed of Sale** and lot owner's Authority to construct, TCT or OCT and Lot plan.
- **Deed of Absolute Sale**, TCT or OCT and Lot plan of previous owner.
- **Deed of Donation / Usufruct**, TCT or OCT and Lot plan of previous owner.
- **Deed of Adjudication**, TCT or OCT and Lot plan of previous owner.
- For Corporations- lot owners' TCT or OCT, Lot plan and **Secretary's Certificate** for the "authority to sign "of the representative in behalf of the corporation

IN case the applicant is not available to sign the plans, forms and other related documents please submit Special Power of Attorney / Attorney- In- Fact with valid ID's of the applicant

IN case of government projects, submit Barangay or SangguniangPanglalawigan Resolution.

- 4copies - Duly accomplished DEMOLITION PERMIT FORM, all copies must be wet signed by the owner, wet signed and dry sealed by involved professional, including SIDEWALK PERMIT FORMS (if necessary)
- 4 sets -Survey PLANS, showing site development plan with vicinity map (scale1: 10,000), demolition plan lay out and details showing measures and protection of pedestrian, all copies are wet signed by the owner, wet signed and dry sealed by involved professional,
- 1 photocopy – Valid Licenses PRC ID and PTR of involved professionals AND valid ID of applicant/ owner of the lot
- 1 original copy – DOLE Construction Safety Health Program
- 1 copy – PHOTOGRAPH of the structure to be demolished
- 1 original copy – BarangayClearance
- 1 original copy–ICCHCC (Iloilo City Cultural Heritage Conservation Council) Clearance, (if needed)
- 1originalcopy - Notarized AuthorizationLetter(ifneeded)

NOTE: To download permit forms and requirements, visit iloilocity.gov.ph and search, DOWNLOADABLE APPLICATION FORMS AND REQUIRMENTS.

ONLINE application is ENCOURAGED, please send to oboiloilocity.applications@gmail.com

Acknowledged Application / Request by: _____ Date _____ Time: _____
OBO Receiving Officer (signature over printed name)