



CITY PLANNING AND DEVELOPMENT DEPARTMENT

LOCATIONAL CLEARANCE APPLICATION FORM

Box 1. Applicant's Information

To be accomplished by the Applicant in print

Name of Applicant (Last, First, Middle)	
Address of Applicant	Telephone Number
Name of Corporation	
Address of Corporation	Telephone Number
Contact Person (Last, First, Middle)	Telephone Number
Name of Authorized Representative (Last, First, Middle)	
Address	Telephone Number
Applicant's Right Over Land	Date of Filing

Box 2. Project Description

To be accomplished in print by the Architect or Engineer in-charge of plans and specifications.

Project Title (specify use and whether new, renovation, alteration or expansion):			
Total Project Cost (in peso):			
Location (No., Street, Barangay)			
Statement of Degree of Land Use Intensity			
Percentage of Land Occupancy		Building Height (no. Of floors)	
Floor Area Ratio (total floor area / lot area)		Total Floor Area (sq.m.)	

We hereby certify our conformity to the above information.

Architect/Civil Engineer signed and sealed plans		PRC Reg. No.
Print Name (Family, First, Middle)		
Address		
PTR No.	Date Issued	Place Issued
Res. Cert. No.	Date Issued	Place Issued
Signature		TIN

APPLICANT		
Print Name (Family, First, Middle)		
Address		
Res. Cert. No.	Date issued	Place Issued
Signature		TIN

Architect/Civil Engineer In-charge in the Construction		PRC Reg. No.
Print Name (Family, First, Middle)		
Address		
PTR No.	Date Issued	Place Issued
Res. Cert. No.	Date Issued	Place Issued
Signature		TIN

CONSENT OF LAND OWNERS/CO-OWNERS		
Print Name (Family, First, Middle)		
Address		
OCT/TCT No.		Tax Declaration No.
Res. Cert. No.	Date issued	Place Issued
Signature		TIN

Requirements:

1. Notarized Application Form
2. Set of Building Plan
3. Certified True Copy of Land Title, Tax Declaration & Latest Payment of Real Property Tax
4. Barangay Clearance/Resolution
5. Bill of Materials, Specifications & Geodetic Certification
6. DPWH/ DENR/PPA Clearance
7. SPA/Lease Contract/Authorization to Use Land/Deed of Sale/Deed of Donation
(if not the Land Owner)
8. Long Brown Envelope

Republic of the Philippines)
 CITY OF CALAPAN) S. S.
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SUBSCRIBED AND SWORN TO before me this _____ day of _____, 202_,
 at the City of Calapan, affiant exhibited to me his/her Community Tax Certificate
 No. _____, issued at _____,
 on _____, 202_.

NOTARY PUBLIC

Doc. No. _____
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 Book No. _____
 Series of _____