



OFFICE OF THE BUILDING OFFICIAL

DEMOLITION PERMIT REQUIREMENTS

Application No.: _____

Residential

Commercial, Institutional, Industrial, Recreational

Project Location:	
Owner/Applicant/ Authorized	
Contact No.:	

A. CLEARANCES/CERTIFICATES/LEGAL DOCUMENTS		Original (1 set)
1	Transfer Certificate of Title, certified true copy	
2	Tax Declaration of the Property	
3	Current Real Property Tax Receipt or Certificate of Non-Tax Delinquency	
4	Barangay Clearance	
5	Fire Safety Clearance for Hotworks from the BFP	
6	Notarized Authorization Letter & valid ID (for applicant's representative)	
7	Corporate Secretary's Certification Authorizing the Signatory	
4	If property is not in the name of the applicant:	
	Notarized Deed of Absolute Sale	
	Notarized Award Notice/ or Contract of Lease (explicitly authorizing demolition)	
	Notarized Deed of Assignment or Donation (explicitly authorizing demolition)	
	Others	
B. Valid Identification Card (i.e. Driver's License, PRC, GSIS, SSS, etc.)		
1	Photocopy of the Valid ID of the Applicant/s (w/ specimen signatures)	
2	Photocopy of the Valid ID of the Lot Owner/s (w/ specimen signatures)	
C. Technical documents (application must be duly accomplished, signed by the owner/s, signed and sealed by the professional		Original (1 set)
1	Demolition Permit application form, duly filled-out, signed and notarized	
2	Photocopies of Valid PRC IDs & current PTRs with seal and 3 specimen signatures of the professional in blue ink	
D. Supporting Documents (properly labeled with project title, name of owner/s/applicant/s, signed and sealed)		Original (1 set)
1	Demolition Procedure	
2	Demolition Cost	
3	Sketch of location w/ house number and nearest landmark	

Evaluated by:

Signature Over Printed Name/Date

Date: