



Republic of the Philippines
City of San Juan, Metro Manila

OFFICE OF THE BUILDING OFFICIAL

ONE-STOP SHOP

DOCUMENTARY REQUIREMENTS FOR **DEMOLITION PERMIT** APPLICATION (Single Dwelling Residential / Commercial / Industrial / Others)

Name of Applicant / Owner: _____

Project Title: _____

Location of Project: _____

Telephone / Mobile No.: _____

Documents to be submitted fastened in a long folder:

Application No. _____

	DOCUMENTS	REQUIREMENT	RECEIVED	VERIFIED
1.	Application Form (notarized) duly signed & sealed by an Architect / Engineer	3 copies		
2.	Colored photocopies of PRC ID & PTR with original signed & sealed	2 copies		
3.	Barangay Clearance for Demolition Permit (OBO)	1 original		
4.	Copy of Transfer Certificate of Title (TCT), Tax Receipt, Tax Declaration, Tax Clearance	2 sets		
5.	Resurveyed Lot Plan duly signed & sealed by a Geodetic Engineer (if applicable)	1 set		
6.	Demolition Methodology duly signed & sealed by an Architect or Civil Engineer in-charge of Demolition	3 sets		
7.	Photos of structure to be demolished			
8.	Bill of Materials / Cost Estimate duly signed & sealed by an Architect / Engineer	2 sets		
9.	CARI (Contractor's All Risk Insurance)			
10.	DOLE Certificate (Construction Safety & Health Program)			
11.	Special Power of Attorney / Authorization			
12.	Secretary Certificate and Articles of Incorporation (for corporation)			
13.	Contract Agreement between Owner and Contractor (if under contract)			
14.	Any Government-issued ID for Owner / Applicant			

Received by: _____

Date: _____