



Republic of the Philippines

CITY OF MARIKINA  
ENGINEERING DEPARTMENT  
[kennedy.sueno@marikina.gov.ph](mailto:kennedy.sueno@marikina.gov.ph)



### Requirements for DEMOLITION PERMIT

1. Demolition Permit Application Form *(to be filled-up by the applicant & signed and sealed by registered Architect / Civil Engineer)*
2. 1- copy of Lot Plan with signed and sealed of registered Geodetic Engineer
3. Latest Certified True Copy of Transfer Certificate of Title (TCT) *(can be secured from the Registry of Deeds at J.P. Rizal St. Concepcion 1, Marikina City)*
4. Photocopy of **\*Notarized Deed of Absolute Sale ; \*Extra Judicial Settlement of Estate** *(If the TCT is not yet transferred to the new owner/s)*
5. Photocopy of Tax Declaration of Real Property/ies for **LAND & BUILDING** *(can be secured from the City Assessor's Office – 2<sup>nd</sup> Flr Finance Building City Hall Sta. Elena, Marikina City)*
6. Photocopy/ies of Tax Receipts or Tax Clearance of Real Property/ies for LAND & BUILDING *(can be secured from the City Treasury Office Ground Floor City Hall Building Sta. Elena, Marikina City)*
7. Notarized Affidavit of Consent of the owner/s to demolish and allowing to registered the demolition permit under the applicant's name **(if the applicant is not the registered owner)**
8. Notarized Consent to file, process, & to receive the application by the representative with photocopy of Valid IDs
9. Photocopy of PRC ID & PTR of professionals who signed and sealed the application form

#### FOR CORPORATION

- o Notarized Secretary's Certificate with Board Resolution allowing the representative to SIGN, SECURE a permit in behalf of the company or ALLOWING the representative to REGISTER the Building Application Permit under his/her name.
- o 1 set photocopy of SEC Security Exchange Commission Articles of Incorporation or DTI

**NOTE: Other documents may be required to be submitted if necessary**



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