

Republic of the Philippines  
City of Cagayan de Oro  
CITY PLANNING AND DEVELOPMENT OFFICE

**REQUEST FOR LOCATONAL CLEARANCE**  
FOR BUILDING PERMIT

Date:	Location of Project:
Name of Applicant:	Home Address:
Project Title:	Project Description:
Total Lot Area:	Project Cost:
Floor Area of Building( <b>PER FLOOR</b> )	Lot No:
	No. of Storey:
Total Floor Area:	Right Over Land:
Architect or Civil Engineer:	Remarks:

*Requirements:*

1. Vicinity Map
2. Site Development Plan
3. Tax Declaration
4. Latest Tax Receipt
5. Certified True Copy of Title from Register of Deeds
6. Notarized Authority from Lot Owner (If not the Lot Owner)
7. Deed of Sale (If not the lot Owner)

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Applicant  
(Signature over Printed Name)

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Contact Number