**FORMATO DE CONTROL DE TRÁMITES**

**NOMBRE DEL CONTRIBUYENTE: {NOMB\_CONTRI}**

**DIRECCIÓN: {DIRECCION}**

**UBICACIÓN DEL LOTE: {UBICACION\_LOTE} MEDIDA: {MEDIDA\_TRAMITE}**

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| **INHUMACIÓN** | **{INHUMACION}** | **REP. BOLETA** | **{REP\_BOLETA}** | **TRASPASO** | **{TRASPASO}** | **CONSTRUCCIÓN** | **{CONSTRUCCION}** | **EXHUMACIÓN** | **{EXHUMACION}** |

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| **ALTA EN EL SISTEMA** | **{ALTA\_SISTEMA}** | **DEPÓSITO DE CENIZAS** | **{DEPOSITO\_CENIZAS}** |

**TIPO DE TRÁMITE:**

**DOCUMENTOS ENTREGADOS:**

|  |  |
| --- | --- |
| **{BOLETA\_PROPIEDAD}** | **BOLETA DE PROPIEDAD** |

|  |  |
| --- | --- |
| **{PAGO\_MANTENIMIENTO}** | **PAGO DE MANTENIMIENTO** |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **{INE\_PROPIETARIO}** | **INE PROPIETARIO** | **PARIENTE** | **{PARIENTE}** | **TESTIGOS** | **{TESTIGOS}** | **NVO. PROPIETARIO** | **{NVO\_PROPIETARIO}** |

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| --- | --- | --- | --- | --- | --- |
| **{ACTA\_DEFUNCION}** | **ACTA DE DEFUNCIÓN** | **INHUMADO** | **{INHUMADO}** | **PROPIETARIO EXHUMADO** | **{PROPIETARIO\_EXHUMADO}** |

|  |  |
| --- | --- |
| **{ORDEN\_INHUMACION}** | **ORDEN DE INHUMACIÓN** |

|  |  |
| --- | --- |
| **{OFICIO\_SOLICITUD}** | **OFICIO DE SOLICITUD** |

|  |  |
| --- | --- |
| **{ACTA\_NACIMIENTO}** | **ACTA DE NACIMIENTO** |

|  |  |
| --- | --- |
| **{ACTA\_MATRIMONIO}** | **ACTA DE MATRIMONIO** |

|  |  |
| --- | --- |
| **{CARTA\_PODER}** | **CARTA PODER** |

|  |  |
| --- | --- |
| **{FOTO\_LOTE}** | **FOTOGRAFÍA DEL LOTE A COLOR** |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **{CARTA\_RESPONSIVA}** | **CARTA RESPONSIVA** | **CONSTRUCCIÓN** | **{CONSTRUCCION\_CARTA}** | **EXHUMACIÓN** | **{EXHUMACION\_CARTA}** | **TRASPASO** | **{TRASPASO\_CARTA}** |

|  |  |
| --- | --- |
| **{OTROS\_CHECK}** | **OTROS:** |

**{OTROS}\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**