**O & E Realty and Development, Inc.**

Ongcapin Building

901 Busilak St. Cor. Sgt. Bumatay St., Mandaluyong City

# CONTRACT OF LEASE

KNOW ALL MEN BY THESE PRESENTS:

This Contract of Lease, executed and entered into this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in Mandaluyong City, Metro Manila , Philippines, by and between:

**O & E Realty & Development, Inc.** represented by **Angelito L. Ongcapin, Manager/Bldg. Administrator,**  Filipino of legal age with residence and postal address at No. 901 Busilak St., Barangay Barangka Drive, Mandaluyong City, hereinafter referred to as the **“LESSOR”;**

-and-

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,  **hereinafter referred to as the “LESSEE”.**

**WITNESSETH THAT:**

WHEREAS, the LESSOR is the lawful and absolute owner of the Ongcapin building situated at **No. 901 Busilak St. Cor. Sgt. Bumatay St., Mandaluyong City.**

WHEREAS, the LESSOR desires to lease **Unit \_\_\_\_\_** of the above mentioned building, the LESSOR is willing to lease the same unit unto the LESSEE, subject to the terms and conditions hereinafter specified.

NOW THEREFORE, for and in consideration of the foregoing and the conditions and covenants hereinafter contained, the LESSOR agrees and consents to lease unto the LESSEE the leased premises and the LESSEE hereby accepts the same way of the lease under the following terms and conditions:

1. **PERIOD OF RENT:** The terms of this contract is for  **one (1) year** commencing on

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** and expiring on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ renewable upon agreement of both parties, provided that the written notice of renewal by the LESSEE be received by the LESSOR two (2) months prior to the expiration of the lease.

2. **RENT:** The LESSEE shall pay to the LESSOR the amount of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Php **\_\_\_\_\_\_\_\_\_\_\_\_\_** ) in Philippine Currency as a monthly rental. Upon signing of the Contract of Lease, the LESSEE shall pay the LESSOR the following:

1. The sum of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Php **\_\_\_\_\_\_\_\_\_\_\_\_\_** ) as  **one (1) month**  advance rental from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Rental for the succeeding **eleven (11) months**  shall be covered by post dated checks all of which shall be delivered to the LESSOR together with the advanced rent.
2. The sum of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Php \_\_\_\_\_\_\_\_\_\_\_\_ ) as  **two (2) months**  security deposit to cover any possible damages done to the leased premises or any unpaid bill such as electricity, water, telephone, or any other potential liabilities to the LESSOR, and the balance, if any, shall be refunded to the LESSEE.

The LESSEE shall pay to the LESSOR an interest at the rate of **five percent (5%)** a month on any month rent not paid on time to be computed immediately after the first **five(5) days** of each month. Should the rental payment and other utility charges for any month be unpaid for any reason for more than **fifteen (15) days**  the LESSOR may, at his sole discretion, rescind this Contract of Lease, initiate ejection proceedings and/or ban the LESSEE from further use of the premises without being liable under this paragraph without prejudice to any other right which the LESSOR may choose to exercise under Clause 16 below.

1. **RENTAL ESCALATION CLAUSE**: Upon renewal of this Contract of Lease, the new monthly rental will be subject to an increase which shall be mutually agreed upon by the parties concerned **one (1) month**  prior to the expiration of this current lease, but in no instance shall this increase beless than  **ten percent (10%)**.
2. **ELECTRICITY, WATER, TELEPHONE, ASSOCIATION DUES, ETC**: Expenses for electricity, water, telephone and other utilities used within the premises shall be for the exclusive account of the LESSEE.
3. **USE AND PURPOSE**: The LESSEE hereby expressly agrees and warrants the leased premises shall be used for commercial purpose.
4. **DISPOSITION OF THE LEASED PREMISES**: In using the leased premises, the LESSEE shall faithfully comply with the following conditions:
5. The LESSEE shall not bring into nor store in the leased premises any flammable or explosive goods or materials, nor any article which may expose the lease premises to fire or any other damages. The LESSEE shall be held liable for any and all damages the LESSOR may suffer through any such act or commission/ omission of the LESSEE.

b.) It is also agreed that the LESSOR prohibits the bringing of illegal drugs, guns, explosives

and hazardous materials into the leased premises. The LESSEE shall not use the leased premises as a gambling place or for any illegal or immoral use. The LESSEE is strictly prohibited to bring and/or take care of pet animals. The LESSEE hereby undertakes to adversely affect the right of other tenants or owners to peaceably enjoy the use and possession of their own units. Should the LESSEE violate this provision, the LESSOR may exercise their rights under Clause 16 hereunder.

c.) The LESSEE shall not make any alteration, addition or repair nor start any works in the

leased, premises without first obtaining the LESSOR’S prior written approval and consent. Such provision covers among others the installation of carpets, wall paper, dividers, cabinets, grills, additional plumbing and electrical connections.

However, that the expense for all such alterations, additions or removal from or improvements the leased premises made by the LESSEE, with the consent of the LESSOR, shall solely be for the account of the LESSEE and will not in any case be treated as reimbursable by the LESSOR. Furthermore, at the termination of this Contract, said additions and improvements made in the leased premises, the LESSEE may be required by the LESSOR to restore the leased premises in its original condition at the expense of the LESSEE

d.) The installation of additional electrical, water, telephone and/ or gas connection in the

leased premises shall be for the account and expense of the LESSEE who is hereby authorized to make or cause to be made, only after obtaining the written consent and approval of the LESSOR. Such installation should be made in such a way as to cause no injury or damage to the premises; provided, however, that in the installation of electrical appliances, such as air conditioning units, fans, water heaters, etc. wherein extra outlets are needed, the LESSEE shall employ the services of a licensed electrician of the LESSOR so that the additional load of current shall be within the capacity of the main switch of the panel on its respective floor, thereby minimizing fire hazards and further comply with the requirements of the fire department and/ or government electrician.

e.) The LESSEE shall provide at his own expense receptacles that may hold and contain

waste matter, garbage and refuse, and shall deposit them within its own premises. The LESSEE shall dispose waste matters in uniform plastic bags and such shall be deposited in the garbage collection area designated by the office of the building administration.

f.) The corridors, entries, passages and stairways of the building shall not be obstructed or used by the LESSEE for any purpose other than ingress and egress from the unit or building.

1. **INJURY OR DAMAGE**: The LESSEE hereby assumes full responsibility on any damage which may be caused to the person or property of employees or visitors in any part of the premises leased to the LESSEE and further binds itself to hold the LESSOR free and harmless from any claim or injury or damage.

The LESSOR shall not be liable nor responsible:

1. For any presence of bugs, vermin, ants, termites, insects if any in the leased premises.
2. For the failure of water supply and/or electric current.
3. For any article delivered to or left to any of the LESSOR’S employees or representatives.
4. For any injury, loss or damage which the LESSEE, his visitor/s, agent/s or client/s might sustain in the premises due to any cause whatsoever.
5. For any death, injury or damage to life and/or property done or occasioned by or arising from plumbing, gas, electrical, water and/or other lines, or the bursting, leaking or destruction of any cistern tank, wash stand, water closet or waste pipe in, above upon or on said premises, nor from any damage arising from the acts or negligence of the LESSEE, members of his family, representatives and visitors.
6. The LESSOR will not be liable for any damage to life or property of the LESSEE within, upon or about the leased premises occasioned by or arising from fire, earthquake, typhoon, storm, hailstorm, volcanic eruption, war, riot, strike, civil disturbance or any other inevitable or unforeseen cause, fortuitous events or causes.
7. **OCCUPANCY LIMIT**: The lessee shall not exceed to the required number of household for each given unit. Studio unit can only occupy two (2) persons; while, one (1) bedroom unit can only occupy not more than four (4) persons. The lessor serves the right to reject a person or persons in excess of the required number of household.

1. **RIGHTS OF LESSEE NON-TRANSFERABLE**: The LESSEE shall not directly or indirectly sublease, assign or transfer his right of lease over the leased premises or any portion thereof and contract made in violation of this provision shall be null and void be a ground for termination of this Lease Contract.
2. **ENTRY OF LESSOR**: The LESSEE hereby grants the LESSOR or her duly authorized representative the right to enter into the leased premises for the purpose of inspecting the premises or to assure the LESSOR that the LESSEE is complying with all the terms and conditions of the lease.
3. **REPAIRS**: All repair works incurred by the LESSEE during his stay in the leased premises including painting, electrical and plumbing works shall be for the exclusive account of the LESSEE. Moreover, the LESSEE shall at his expense the leased premises in a clean and sanitary condition free from noxious odors, disturbing noises, or other nuisances and, upon expiration fixtures in as good conditions as they were actually found at the beginning of the lease. The LESSEE also agrees to replace at his own cost all fixtures, intercom system, window glasses and other property or equipment of the lessor which may be damaged during his occupancy of the unit.
4. **INTERRUPTION OF USE OF LEASED PREMISES**: The LESSEE shall not claim any loss or damage on account of any repair work that may need to be done in or about the building or the premises by the LESSOR and which may in any way interfere with or interrupt the LESSEE’S use of the leased premises.
5. **RULES AND REGULATIONS**: The LESSEE agrees to abide by the existing rules and regulations that may hereafter be made known to the LESSEE by the LESSOR any other laws, ordinances, rules and regulations promulgated by competent authorities affecting the occupancy of the leased premises.
6. **PRETERMINATION OF THE CONTRACT**: If the LESSEE decides to pre-terminate the lease of the premises, the LESSEE shall give the LESSOR a written notification **thirty (30) days** before the pre-termination of this Contract of Lease. The **two (2) months** security deposit paid by the LESSEE shall be forfeited in favor of the LESSOR.
7. **USE OF DEPOSIT**: At the end of the term of lease, the deposit shall be used to restore, the condition of the subject-place, to pay for the LESSEE’S outstanding obligation with the MERALCO, MWSS, and PLDT, and if insufficient, LESSEE shall pay for the unpaid portions of the bills, and if there is a remaining balance, LESSEE may claim it **one (1) month**  after moving out.
8. **SALE,TRANSFER AND MORTGAGE**: The LESSEE hereby recognizes the absolute right of the LESSOR to sell, transfer or mortgage the leased premises.
9. **BREACH AND DEFAULT**: The LESSEE agrees that all provisions contained in this Contract shall be deemed as essential conditions as well as covenants and this Contract shall be automatically terminated and cancelled without resorting to court action should the LESSEE breach or violate any or all of said conditions, including the payment of rental due within the time herein stipulated and in such cases, the LESSEE hereby appoints the LESSOR, her duly authorized agents, employees or representatives as its duly authorized attorney-in-fact with full power and authority to open, enter, occupy, padlock, secure, enclose and/or discontinue public utilities and otherwise take full and complete physical possession and control of the leased premises without resorting to court action; and that the LESSEE hereby empowers the LESSOR his authorized equipment, furniture, merchandise, appliances, etc. from storage and liquidate any liability with LESSOR within **fifteen (15) days** from the date of said transfer to LESSOR. The LESSOR is likewise hereby expressly authorized and empowered to dispose of said properties in a public sale through a notary public and to apply the proceeds thereof to whatever liability and/or indebtedness the LESSEE may have to the LESSOR plus reasonable expenses for the same, including storage fees and the balance, if any, shall be turned over to the LESSEE; that the LESSEE hereby expressly agrees that any or all acts performed by the LESSOR, his authorized agents and employees are valid, authorized and free from and/all criminal liability or responsibility whatsoever thereof.
10. **JUDICIAL RELIEF AND PENALTY**: Should the LESSOR be compelled to seek judicial relief against the LESSEE, the latter shall, in addition to the damages mentioned in Clause 16 above, pay an amount equivalent to twenty five percent (25%) of the amount claimed in the complaint as attorney’s fees (with a minimum of P5,000.00) aside from the cost of litigation and other expenses which the laws may entitle the LESSOR to recover from the LESSEE. The LESSEE agrees that any legal action arising from the transaction shall be brought before the appropriate court in Mandaluyong City.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures this \_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_ at Mandaluyong City, Metro Manila.

## ANGELITO L. ONGCAPIN \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Manager / Bldg. Administrator Lessee**

**Lessor**

SIGNED IN THE PRESENCE OF:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### ACKNOWLEDGEMENT

**BEFORE ME**, this \_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_ in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, personally appeared:

**NAME** **Social Security System Nos.**

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. **Angelito L. Ongcapin** No. 03-6710919-4

known to me and known to be the same persons who executed the foregoing instrument, and they acknowledged to me that the same is their own free will and deed.

This instrument refers to the Contract of Lease which consists of  **five (5) pages** including this page wherein the acknowledgement is written, signed by the parties and their instrumental witnesses on each and every page thereof and sealed with my notary and seal.

WITNESS MY HAND AND SEAL, on the date and place above written.

Doc. No. \_\_\_\_\_\_\_\_;

Page No. \_\_\_\_\_\_\_\_;

Book No. \_\_\_\_\_\_\_;

Series of 20\_\_\_.

##### RENEWAL OF LEASE

**KNOW ALL MEN BY THESE PRESENT:**

This Renewal of Lease made and executed by and between:

**O & E Realty & Development, Inc.** represented by **Angelito L. Ongcapin, Manager/Bldg. Administrator,**  Filipino of legal age with residence and postal address at No. 901 Busilak St., Brgy. Barangka Drive, Mandaluyong City, hereinafter referred to as the **“LESSOR”;**

-and-

**DENNIS TUAZON** , hereinafter referred to as the **“LESSEE”.**

WITNESSETH THAT:

**WHEREAS**, the **LESSOR** is the lawful and absolute owner of Unit 2-F, a residential unit located at the Ongcapin Building, No. 901 Busilak St. cor. Sgt. Bumatay, Mandaluyong City;

**WHEREAS**, the **LESSEE** desires to renew the lease of Unit 2-F located at the second floor of the above mentioned building, and the **LESSOR** agrees to the lease renewal;

**NOW THEREFORE**, for and in consideration of the foregoing premises the parties hereby renew lease said unit under the foregoing terms and conditions:

1. **Rent** – Php 7,500.00 per month;
2. **Period** – November 15, 2014 to November 15, 2015;
3. All other terms and conditions of the Contract of Lease dated November 15, 2008 the terms and conditions of which are incorporated herein by reference and made an integral part hereof shall continue to be binding and effective in so far as they are not inconsistent with the terms hereof.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at Mandaluyong City.

## ANGELITO L. ONGCAPIN DENNIS TUAZON

## Bldg. Administrator Lessee

#### ACKNOWLEDGMENT

**BEFORE ME**, this \_\_\_\_ day of\_\_\_\_\_\_\_\_\_\_\_\_\_ 2014 in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, personally appeared:

**NAME** **Social Security Nos.**

1. **Dennis Tuazon**  No. 33-8354627-5\_

2. **Angelito L. Ongcapin** No. 03-6710919-4\_

known to me and known to be the same persons who executed the foregoing instrument, and they acknowledged to me that the same is their own free will and deed and of the corporation herein represented.

WITNESS MY HAND AND SEAL, on the date and place above written.

Doc. No. \_\_\_\_\_\_\_\_\_\_;

Page No. \_\_\_\_\_\_\_\_\_\_;

Book No. \_\_\_ \_\_\_\_\_\_;

Series of 2014.

Three (3) Sets Renewal of Lease Received By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# ONGCAPIN BUILDING

901 Busilak St. Cor. Sgt. Bumatay St., Mandaluyong City

**LESSEE’S PROFILE**

UNIT NO. \_\_\_\_\_\_

1. Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Home Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Place of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Tel. No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Identification Card :

Driver’s License No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Professional License No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SSS / GSIS no. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Community Tax Cert. No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax Identification No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Occupation / Profession : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. Office

Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel. No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. Name of Spouse : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Name of Children : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

9. References : Name Address

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10. Vehicle License Plate No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Make : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

11. Date of Application : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

12. Type of Unit : \_\_\_\_\_\_ 2 bedroom \_\_\_\_\_\_ 1 bedroom \_\_\_\_\_\_ Studio \_\_\_\_\_\_ Parking

13. Rate per Month : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

14. Payments Made :

# ONGCAPIN BUILDING

901 Busilak St. Cor. Sgt. Bumatay St., Mandaluyong City

**OCCUPANT’S PROFILE**

UNIT NO. \_\_\_\_\_\_

1. Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Home Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Place of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Tel. No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Identification Card :

Driver’s License No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Professional License No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SSS / GSIS no. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Community Tax Cert. No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax Identification No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Occupation / Profession : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. Office

Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel. No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Home Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Place of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Tel. No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Identification Card :

Driver’s License No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Professional License No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SSS / GSIS no. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Community Tax Cert. No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax Identification No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Occupation / Profession : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. Office

Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel. No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Home Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Place of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Tel. No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Identification Card :

Driver’s License No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Professional License No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SSS / GSIS no. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Community Tax Cert. No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax Identification No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Occupation / Profession : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. Office

Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel. No. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# ONGCAPIN BUILDING

901 Busilak St. Cor. Sgt. Bumatay St., Mandaluyong City

Telephone: 531-5145

**C E R T I F I C A T I O N:**

TO WHOM IT MAY CONCERN:

This is to certify that Mrs. **NIA DE GUZMAN** is our tenant at Unit 2 L of the Ongcapin Building since October 1, 2003.

Mrs. De Guzman has shown no bad record with regards to rental and utilities payments.

This certification is issued upon request for whatever purpose it may serve.

**ANGELITO ONGCAPIN**

Building Administrator