REPUBLIC OF THE PHILIPPINES

**MUNICIPALITY OF RODRIGUEZ**

PROVINCE OF RIZAL

**OFFICE OF THE MUNICIPAL ASSESSOR**

**ASSESSMENT RECORDS MANAGEMENT DIVISION**

**REQUEST FOR CERTIFIED TRUE COPY OF TAX DECLARATION**

**Control No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Requesting Party \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship to Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Property Owner \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PURPOSE: ( ) BIR ( ) Registry of Deeds Year of Death:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(Please Check) ( ) Bank Loan ( ) Others – Please Specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Tax Declaration Number PIN/Barangay No. of Copies**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Signature of Requesting Party: Received By:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature Over Printed Name Date**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cellphone No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DOCUMENTARY REQUIREMENTS**

**(In compliance with the R.A. 10173 DATA PRIVACY ACT)**

**MANDATORY REQIREMENTS:**

1. **Properly filled up Application Form**
2. **Valid ID of Property Owner and/or Authorized Representative**
3. **Notarized Special Power of Atty./Authorization letter**

**( if filing thru a representative )**

**ADDITIONAL REQUIREMENTS:**

1. **For New Owner/Buyer/Heir/s – Proof of Ownership (TCT/CCT, Deed of Conveyance-Sale/DonationExtra Judicial Settlement of Estate, etc.)**
2. **Pertinent documents for reference such as Old copy of Tax Declaration,**

**Real Property Tax Receipt or Tax Clearance**

1. **Copy of Death Certificate for deceased property owner**

**CORRESPONDING FEE :**

* **Php 100/copy**