

ISSUANCE OF SURVEY AUTHORITY

CHECKLIST OF REQUIREMENT

1a. Duly accomplished Letter-Request Form from the land owner requesting for survey authority and authorizing certain private GE to conduct the survey (1 original) or

1b. Duly accomplished Letter-Request Form from the GE on behalf of his/her client (1 original)

2. Any proof of claim or acquisition of the property

- Latest, Updated Tax declaration for the last year (1 certified copy)
- Deed of Sale (1 photocopy with accompanying Original Copy)
- Extra Judicial Settlement (1 original)
- Waiver of Rights (1 original)
- Other documents

**Note: DENR may request for additional documents or combination of documents mentioned above depending on the situation of the application/request*

3. Survey Authority form duly signed by the applicant and private Geodetic Engineer (1 original, 1 duplicate copy)

4. Certification of Land Classification Status

5. Scheme of subdivision from GE (1 photocopy)

6. Certification from the Regional Trial Court concerned that there is no pending land registration case involving the parcel being applied for (1 original)

7. Certification from barangay that there is no record of claims and conflict (1 original, 1 duplicate)

8. Copy of Approved Survey Plan with Technical Description (if with previously approved surveys) (1 blueprint copy)

9. Certification of status of land from LRA (if the municipality is under cadastral proceedings or if there is an old survey) (Private Survey) (1 original, 1 duplicate copy)

10. Lot Status (whether titled or not) (1 original)