

CLIENTS' LETTER REQUEST

Date: _____

PROVINCIAL ASSESSOR'S OFFICE

Vigan City
Ilocos Sur

Sir/Ma'am:

I have the honor to request from your good office for the: (please check type of transaction)

<input type="checkbox"/>	Annotation of Encumbrance	<input type="checkbox"/>	Declaration of New Untitled Land
<input type="checkbox"/>	Cancellation of Annotation	<input type="checkbox"/>	Declaration of New Titled Land
<input type="checkbox"/>	Cancellation of Tax Declaration/Demolished Building	<input type="checkbox"/>	Reclassification of Property
<input type="checkbox"/>	Certification of Landholdings	<input type="checkbox"/>	Revision Based on Title (Old or New)
<input type="checkbox"/>	Certification of No Property	<input type="checkbox"/>	Revision on Account of Correction of Error/Inadvertently Omitted/Tie-up
<input type="checkbox"/>	Certified Photocopy of Tax Declaration & Other Documents	<input type="checkbox"/>	Revision Based on Subdivision/Consolidation
<input type="checkbox"/>	Certification of Disposal of Records	<input type="checkbox"/>	Transfer
<input type="checkbox"/>	Declaration of New Building	<input type="checkbox"/>	Reassessment
<input type="checkbox"/>	Declaration of New Machinery	<input type="checkbox"/>	Others

of the following Tax Declarations:

Tax Declaration No.	Name of Owner	Location of Property

PURPOSE: _____

Relationship to the Declared Owner: _____

Very truly yours,

Signature Above Printed Name

Address: _____

Contact No. _____