



## CHECKLIST FOR HOUSE CONSTRUCTION

**Lot Owner's Name:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**Area:** \_\_\_\_\_

	Check if Attached	Verified by: (Village Manager)	Date Signed:
1. Photocopy of Title (TCT) If Corporation, require a Board Resolution Authorizing the Construction of Residence	<input type="checkbox"/>	_____	_____
2. Lot Survey accomplished by Accredited Surveyor or LPC (when applicable)	<input type="checkbox"/>	_____	_____
3. Topographic Survey accomplished by Lot Owner	<input type="checkbox"/>	_____	_____
4. HOA Dues (To confirm if zero accountability)	<input type="checkbox"/>	Latest O.R. No.: _____ _____	_____
5. Construction Deposit (State Amount) PHP <u>450,000.00</u>	<input type="checkbox"/>	OR No.: _____	_____
6. Plans Processing & Admin Fee PHP <u>21,000.00</u>	<input type="checkbox"/>	OR No.: _____	_____
7. 7 Sets of Approved Plans Signed and Sealed by HOA	<input type="checkbox"/>	_____	_____
8. Barangay Clearance	<input type="checkbox"/>	_____	_____
9. Building Permit	<input type="checkbox"/>	_____	_____
Mechanical Permit	<input type="checkbox"/>	_____	_____
Electrical Permit	<input type="checkbox"/>	_____	_____
Sanitary Permit	<input type="checkbox"/>	_____	_____
Fencing Permit	<input type="checkbox"/>	_____	_____
10. Signed copy of Contractor Undertaking	<input type="checkbox"/>	_____	_____
11. Signed List of Approved Signatories	<input type="checkbox"/>	_____	_____
12. Confirmation of Available Utilities from HOA or LPC (If Applicable)	<input type="checkbox"/>	_____	_____
13. DOR and Construction Guidelines received by the Lot Owner or Contractor (when applicable)	<input type="checkbox"/>	_____	_____