



OVERTIME REQUEST FORM

CONTRACTOR'S NAME: _____ DATE : _____
NAME OF REQUESTOR: _____ JOB SITE : PHASE ____ BLOCK ____ LOT ____

This is to respectfully request permission to conduct construction activities from [start date] _____
to _____ [end date], starting at [time] _____ to _____ at the above-mentioned site.

DESCRIPTION OF WORK

Write brief description of work to be done. _____

NAMES OF WORKERS

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

NAMES OF WORKERS

11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____

Total Number of Workers: _____

I am aware that the issuance of this permit is predicted on the following PCVHAI Construction Guidelines and Rules & Regulations concerning the activity I propose to undertake:

- That the issued permit is good only for the days indicated.
- That the activity will not create noise or disturbance.
- That the activity will not elicit complaints from residents.
- That the activity will not extend beyond the approved working hours.
- That if any infraction against PCVHAI Construction Rules and Regulations is committed, PCVHAI Authorities have the right to stop such activity.

I further agree to comply with all applicable PCVHAI regulations related to this matter and shall strictly abide by them. Without prejudice to PCVHAI's other rights and remedies, I also authorize PCVHAI to deduct any applicable charges, fines, or penalties from the construction bond for this lot, as necessary to cover any liabilities arising under these terms.

REQUESTED BY:

RECEIVED BY:

APPROVED BY:

OWNER / CONTRACTOR / REPRESENTATIVE
SIGNATURE OVER PRINTED NAME

ADMIN-ON-DUTY
SIGNATURE OVER PRINTED NAME

ELEANOR G. BUGTONG
VILLAGE MANAGER