

Pag-IBIG Fund

(Branch)

**CHECKLIST OF TECHNICAL REQUIREMENTS
FOR PRELIMINARY SUBDIVISION APPRAISAL**

Project Name :
Proponent :
Location :
Date :

REQUIREMENTS	REMARKS	
	WITH	WITHOUT
1. TCT / PERMITS / LICENSES		
1.a. Land Titles (latest copies of the Present & its Two Traceback Title)	<input type="checkbox"/>	<input type="checkbox"/>
1.b. Tax Declaration classified as Residential	<input type="checkbox"/>	<input type="checkbox"/>
1.c. Development Permit (DP) issued by DHSUD/LGU	<input type="checkbox"/>	<input type="checkbox"/>
1.d. License to Sell (LTS) & Certificate of Registration (COR)	<input type="checkbox"/>	<input type="checkbox"/>
1.e. No Cease and Desist Order issued by DHSUD	<input type="checkbox"/>	<input type="checkbox"/>
1.f. Building Permits	<input type="checkbox"/>	<input type="checkbox"/>
1.g. Joint Venture Agreement between the owner and developer as indicated on LTS - if applicable	<input type="checkbox"/>	<input type="checkbox"/>
2. LAND DEVELOPMENT PLANS		
2.a. Complete Set of Approved Land Development Plans	<input type="checkbox"/>	<input type="checkbox"/>
2.b. Verified Survey Return (VSR) duly approved by LMB	<input type="checkbox"/>	<input type="checkbox"/>
3. BUILDING CONSTRUCTION PLANS		
3.a. Complete Set of Building Plans duly approved by LGU	<input type="checkbox"/>	<input type="checkbox"/>
3.b. Detailed Bill of Materials and Outline Specification	<input type="checkbox"/>	<input type="checkbox"/>
4. OTHERS		
4.a. Marketing Brochure & Payment of Appraisal Fee	<input type="checkbox"/>	<input type="checkbox"/>
4.b. List of Selling Price	<input type="checkbox"/>	<input type="checkbox"/>
4.c. Notarized Disclosure Statement on Projects of Developers Dealing with Various Housing Business Centers	<input type="checkbox"/>	<input type="checkbox"/>

NOTES:

1. All plans should be in A3 size and E-File.
2. All documents must be certified true copy.