



## APPLICATION FOR CERTIFICATE OF REGISTRATION (COR)

☐ NEW ☐ RENEWAL ☐ NON-COMMERCIAL ☐ COMMERCIAL

## APPLICANT PROFILE

Name of Company:		Tracking No.: COR-NC/C 001-2021	
Name of Applicant/Authorized Representative:			
Address 1 (Office Address)		Telephone Number 1:	
Address 2 (Billing Address)		Telephone Number 1:	
E-mail Address:		Fax Number	
Tax Identification Number (TIN)		SEC Reg. No.:	DTI Reg. No.:
		CDA Reg. No.:	
Business Type: <input type="checkbox"/> Single Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Joint Venture <input type="checkbox"/> Cooperative			
Nature of Business:			

## PRIVATE PORT PROFILE

Port Facility/Structure/s to be put-up including its dimensions:			
Estimated Cost of the Project:		Intended use/purpose:	
Location/Site of Private Port: Barangay _____ Municipality _____ Province _____			
Zone of Significant Port Interest	Area size (in sq.m.) (PortControl)	TCT No. and Owner (Back-Up Area)	Area Size (sq.m.)
Environmental Compliance Certificate (ECC) No.			

## DOCUMENTARY REQUIREMENTS

(Put (✓) if submitted, (x) if not available)

Note: Documentary requirements shall be filed in three (3) clear legible copies including the original

## NEW APPLICATION

- ☐ 1. Duly filled-out application form and Notarized Omnibus Undertaking
- ☐ 2. Original Secretary's Certificate designating the authorized representative to transact business with the Authority
- ☐ 3. Certified true copy of As-Built Plan with detailed actual cost duly signed and sealed by the Licensed Civil Engineer and owner
- ☐ 4. Certified true copy of Project Completion Report including the Material testing results of fendering systems, mooring bollard and other basic components of the port facility/equipment installed
- ☐ 5. Approved Foreshore Lease or Miscellaneous Lease Contract, SAPA or MPSA, whichever is applicable and/or Approved Deed of Assignment or Transfer of Leasehold Rights, whichever is applicable
- ☐ 6. Certified true copy of the Office of the Transport Security (OTS) Port Facility Security Assessment (PFSA), Port Security Facility Plan (PSFP) and Port Facility Security Officer (PFSP) Oath duly received by OTS

## RENEWAL APPLICATION

- ☐ 1. Duly filled-out application form and Notarized Omnibus Undertaking
- ☐ 2. Original Secretary's Certificate designating the authorized representative to transact business with the Authority
- ☐ 3. Certification of Structural Soundness of Private Port Facilities signed by a Licensed Civil Engineer
- ☐ 4. Amended ECC for additional facilities or improvement not covered in the previous ECC, if applicable
- ☐ 5. Certificate of Compliance of PFSA and PFSP issued by OTS

## VALIDATION FOR PPA USE ONLY

☐ Filing Fee☐ O.R. No.  
Date

Received by:

BDMO/BDMS/Authorized Personnel:

Printed name &amp; Signature

Remarks:

☐ Endorse to Head Office/CSD☐ Return to Applicant

Reason/s: \_\_\_\_\_

Noted by the Port Manager:

Printed Name &amp; Signature



**OMNIBUS UNDERTAKING  
(SWORN AFFIDAVIT)**

REPUBLIC OF THE PHILIPPINES)  
CITY/MUNICIPALITY OF \_\_\_\_\_) S.S.

**A F F I D A V I T**

I, (Name of Applicant/Authorized Representative), of legal age, (Civil Status), (Position/Title), (Name of Company/Address), after having been duly sworn in accordance with law, do hereby depose and state that;

I hereby apply for the Authority's issuance of **(New/Renewal) Certificate of Registration (COR)** for a **(commercial/non-commercial) private port** to be located at (Address of the Applied Private Port).

As port applicant/port owner/operator/duly authorized representative of the company, I have fully power and authority to do, execute and perform any and all acts necessary to represent it in seeking from PPA the corresponding **COR** being applied for.

I have complied and secured all the necessary government clearances/permits necessary to operate my business.

I hereby authorize your duly authorized official/employee to verify the statements/documents and information submitted herewith, to substantiate my eligibility as an applicant for a private port permit.

It is understood that I have complied with the requirements of other concerned government agencies prior to the construction of the private port and I am fully responsible and accountable in complying with the said requirements.

I hereby acknowledge that I have full knowledge of pertinent law, regulation covering private port construction.

I hereby acknowledge that I have fully read the information supplied in the application and any false or misleading information provided therein shall be a ground for the cancellation of the **COR** issued, without prejudice to the filing of appropriate administrative, civil and criminal action against me and/or the company/entity I represent.

I hereby hold PPA free from all liens, encumbrances and liabilities resulting from non-compliance therewith.

I am executing this Omnibus Sworn Statement to attest to the veracity of the foregoing statements in support of the above-cited application.

**IN WITNESS WHEREOF**, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, in the City of \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Applicant/Authorized Representative

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, in the City of \_\_\_\_\_ Philippines.

\_\_\_\_\_  
(Notary Public)

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_