



Tracking No. \_\_\_\_\_

**APPLICATION FOR PRIVATE PORT PERMIT: ISSUANCE OF CLEARANCE TO DEVELOP (CTD)**

Name of Applicant/Company:		
Name of 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 Registration Number	BDT No.
Business Type:	<input type="checkbox"/> Single Proprietorship	<input type="checkbox"/> Partnership <input type="checkbox"/> Corporation

Nature of Business:

**PRIVATE PORT PROFILE**

Port Facility/Structure to be Put-Up:	<input type="checkbox"/> Wharf	<input type="checkbox"/> Pier	<input type="checkbox"/> Others
Estimated Cost of Improvements to be Put-Up:	Intended use/purpose:		
Location Site of Private Port: Barangay _____	Municipality/City of _____		
Foreshore Lease Contract No.	Area size (in sq. m.)	TCT No. (Back-Up Area)	
Environmental Compliance Certificate (ECC) No.	Duration/Term of Permit: No. Of Mos. _____ No. Of Yrs. _____		

**DOCUMENTARY CHECKLIST**

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

**VALIDATION FOR PPA USE ONLY**

- ☐ 1. Formal Written Request
- ☐ 2. Unified Application Form with the following supporting documents:
- Proposed Structure to be put up
  - Summary of Project Scope and Description
  - Estimated Cost
  - Vicinity Map
  - PMO Certification that the area applied for is not part of PPA future development plan
  - PMO Certification that the port facilities to be put up will not pose hazard to navigation
  - Proof of Payment of Filing Fee
  - Company Profile
  - SEC Registration and its Articles Incorporation/DTI Registration
  - Original Secretary's Certificate designating company's authorized representative
  - Photocopy of Transfer Certificate of Title (TCT) for back-up area; Copy of Deed of Absolute Sale; Deed of Assignment; Lease Agreement and/or Memorandum of Agreement (MOA), whichever is applicable (for River Ports and Ports along reclaimed area)
  - Photocopy of DENR tenurial instruments or Certification that the applicant has pending application for the issuance of Tenurial Instruments (ex. FLI/FLC/MLI/MLC/MPSA/SAPA), or Official Receipt representing payment of occupancy dues, whichever is applicable
  - PRA Approved Application for Reclamation, if applicable
  - Environmental Compliance Certificate (ECC)

☐ Filing Fee

Date of Filing: \_\_\_\_\_

O.R. No. \_\_\_\_\_

Received by: \_\_\_\_\_

Printed Name and Signature

Remarks:

Status as of \_\_\_\_\_

☐ Approved ☐ Denied ☐ Pending☐ 3. Duly notarized Omnibus undertaking (Sworn Statement)

**OMNIBUS UNDERTAKING  
(SWORN AFFIDAVIT)**

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

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

(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 Clearance to Develop (CTD) a private port located at (Address of the Applied Private Port).

As port applicant/port owner/operator /duly authorized representative of the company, I have full power and authority to do, execute and perform any and all acts necessary to represent it in seeking from PPA the corresponding CTD 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 operation of the private port and I am fully responsible and accountable in complying with said requirements.

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

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 CTD 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 \_\_\_\_\_