

SLUP Checklist of Requirements

Name of Applicant: _____

Location: _____

Area in hectares: _____

Requirements:

- _____ 1. Application form duly accomplished
- _____ 2. Application fee of ₱500.00 per application
Amount paid ₱ _____
O.R. Number _____
Date paid _____
- _____ 3. Map of the area applied for, with technical description, coordinates (2) sets of longitude and latitude and tie point from the nearest landmark.
- _____ 4. Pertinent documents showing proof that the applicant is a legitimate entity qualified to be a holder of a forestland tenurial instrument or agreement, as follows:
 - _____ 4.1 For an individual applicant, certified copy of birth certificate or, if applicant is naturalized Filipino citizen, a certified copy of his/her Certificate of Naturalization.
 - _____ 4.2 For an association, corporation, cooperative or partnership, certified copy of SEC registration certificate and Articles of Incorporation/partnership, and a resolution of the corporate governing body (Board of Directors, Board of Trustees, etc.) designating the authorized representative of said corporation, association or partnership to apply/sign documents for and in behalf of the company.
 - _____ 4.3 For an association or partnership, certified copy of registration from the appropriate registering agency.
 - _____ 4.4 For cooperative, certified copy of certificate of registration with the Cooperative Development Authority (CDA).
- _____ 5. Indicative Management Plan.
- _____ 6. Environmental Compliance Certificate/Certificate of Non-Coverage (ECC/CNC) whichever is applicable.
- _____ 7. Appropriate clearance from NCIP
- _____ 8. If the area applied is located in PALAWAN, clearance from Palawan Council for Sustainable Development.
- _____ 9. Proof of financial capability to develop and manage the area applied for.
- _____ 10. Endorsement from CENRO, PENRO and RD concerned.
- _____ 11. Endorsement from Local Government Units (LGUs).
- _____ 12. Performance bond twice the annual rental or users fee as the case maybe, but not less than ₱10,000. Provided, that 50% of the computed bond deposit shall be posted in CASH and the balance in the form of surety bond with a duration of five (5) years renewable every five (5) years in case of a lease or management agreement or coterminous to a permit. Provided, further, that the face value of the surety bond shall be increased by 25%.
- _____ 13. Annual rental shall be paid after the issuance of the permit and the performance bond shall be posted simultaneously.
- _____ 14. Others (pls. specify)

Legend:

√ To be submitted together with the application.