



**RESIDENTIAL FREE PATENT APPLICATION (RFPA)  
CERTIFICATION REQUIREMENTS**

1. Indorsement from Community Environment and Natural Resources Office (CENRO).
2. Copy of Survey Plan with vicinity map.
3. Picture of site/improvement:
  - ✓ Location
  - ✓ Building – front, right and left side, rear view

Note:

- Payment of **PHP 50.00 certification fee** at the City Treasurer's Office.
- Write the **name and contact number** of the applicant/representative for scheduling of inspection.