



Tracking No. _____

APPLICATION FOR PRIVATE PORT PERMIT: ISSUANCE OF CERTIFICATE OF REGISTRATION/PERMIT TO OPERATE (COR/PTO) (RENEWAL)

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: ☐ Single Proprietorship ☐ Partnership ☐ Corporation

Nature of Business: _____

PRIVATE PORT PROFILE

Port Facility/Structure to be Put-Up: ☐ Wharf ☐ Pier ☐ Others

Draft: _____ Date Constructed: _____ No & Type: _____

Dimensions: _____

Location/Site of Private Port: Barangay _____ Municipality/City of _____

Foreshore Lease Contract No. _____

TCT No. (Back-Up Area) _____

Area size (in sq.m.) _____

Duration/Term of Permit: No. Of Mos. _____ No. Of Yrs. _____

Outstanding Obligation with PPA, if any: _____

Permit to Construct, O.R. No. (if applicable) _____

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

- ☐ 1. Duly Accomplished Application Form with the following attachments:
- a. Proof of Payment of Filing Fee (plus VAT)
 - b. Original Secretary's Certificate Designating Company's Authorized Representative
 - c. Copy of Tenurial Instruments (ex. FLi/LFC/MLi/MLC/MPSA/SAPA), Order Award, whichever is applicable or Official Receipt representing payment of Occupancy Dues
 - d. Photocopy of Transfer Certificate of Title (TCT) for back-up area; or 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)
 - e. Certification that applicant has no outstanding obligations with PPA
 - f. Certificate of Structural Soundness of Private Port Facility
 - g. Philippine Reclamation Authority (PRA) approved application for Reclamation, if applicable
 - h. For RRTS facilities (please refer to Section 5 of PPA A.O. 03-2004)
 - i. RORO docking facilities
 - ii. Passenger facilities
 - iii. Marshalling yard
 - iv. Lane meter measurement area
 - v. Parking Area
 - vi. Security and safety facilities
- ☐ 2. Duly Notarized Omnibus Undertaking (Sworn Affidavit)

VALIDATION FOR PPA USE ONLY

☐ Filing Fee ☐ Certification Fee

O.R. No. _____ O.R. No. _____

Date of Payment _____ Date of Payment _____

Received by: _____

Printed Name and Signature _____

Remarks: _____

Status as of _____

☐ Approved ☐ Denied ☐ Pending

**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 Certificate of Registration/Permit to Operate (COR/PTO) 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 COR/PTO 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 COR/PTO 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 _____