



APPLICATION FOR CERTIFICATE OF REGISTRATION/PERMIT TO OPERATE (NEW/RENEWAL)
(For energy related projects, relative to R.A 11234 or EVOSS Act)

APPLICANT PROFILE

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: _____

Utilization: _____

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)

Basic Requirements:

For New Application:

- Unified Application Form with following supporting documents:
- Project Completion Report;
 - Certified true copy of Approved Foreshore Lease Contract (FLC); or certified true copy of Official Receipt representing payment of Annual Occupancy Fee;
 - PPA Certification that the owner/operator has no outstanding obligations with PPA;
 - Original Copy of Secretary's Certificate Designating the Company's Authorized Representative;
 - Certified True Copy of the Office of the Transport Security (OTS) Approved Port Facility Security Plan.

Duly notarized Omnibus Undertaking (Sworn Affidavit)

For Renewal Application:

- Unified Application Form with following supporting documents:
- Certified True Copy of Approved Foreshore Lease Contract (FLC); or Certified True Copy of DENR-issued Official Receipt representing Payment of Annual Occupancy Due;
 - PPA certification that the owner/operator has no outstanding obligations with PPA;
 - Original copy of Secretary's Certificate Designating the Company's Authorized Representative;
 - Certified true copy of the Office of the Transport Security (OTS) Approved Port Facility Security Plan (PFSP).
- Duly notarized Omnibus Undertaking (Sworn Affidavit)

VALIDATION FOR PPA USE ONLY

Filing Fee Certification Fee

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

Type of Application: New Renewal

Received by: _____

BDMO/BDMS/Authorized Personnel
(Printed Name and Signature)

Remarks:

Endorse to Head Office/CSD

Return to Applicant

Reason/s: _____

Noted by: _____

Port Manager
(Printed Name and Signature)

**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 _____

