



Republic of the Philippines  
 City of General Trias  
 Province of Cavite

**CITY BUILDING REGULATORY DIVISION**

M-F 8 am to 5 pm | Contact # 0960-216-1997 | obo@generaltrias.gov.ph



**Let's Join Forces**  
 For a More Progressive  
 General Trias

**FENCING PERMIT APPLICATION REQUIREMENTS**

- Lot Plan (2 Copies)**
  - duly prepared, signed and sealed by a LICENSED GEODETIC ENGINEER.
- Certified True Copy of the Transfer Certificate of Title (1 Original Copy and 1 Photocopy)**
- Updated Tax Declaration (2 Copies)**
- Current Real Property Tax Official Receipt or Certificate of Non-Tax Delinquency (2 Copies)**
- In case the lot is not under the name of the applicant/owner, additional requirement:**
  - 2 Copies of **NOTARIZED** of either:
    - Contract of Lease
    - Deed of Absolute Sale
    - Contract of Sale
- Drawing Plans in Blueprint Standard Size 20" x 30" (3 Sets)** - duly prepared, signed and sealed by LICENSED ENGINEER and/or LICENSED ARCHITECT and the OWNER.
- HOA/Developer's Approval on Drawing Plans** (if the construction is located inside the subdivision).
- Fencing Permit Form (4 Copies)**
  - Download Forms at <http://tinyurl.com/FPGentri> (*Print on LONG Size Bond Paper: Back-to-back*)
  - Completely and legibly filled-out with NO Erasures
  - To be signed and sealed by a LICENSED CIVIL ENGINEER/LICENSED ARCHITECT and the OWNER
  - Must be **NOTARIZED**
- Updated Professional Tax Receipt & PRC License of all involved Professionals (1 Copy)**
  - to be sealed and with three (3) signatures.
- Cost Estimate and Bill of Materials (2 Copies)**
  - To be signed and sealed ALL PAGES by a LICENSED CIVIL ENGINEER/LICENSED
  - Must be **NOTARIZED**
- Specifications (2 Copies)**
  - To be signed and sealed ALL PAGES by a LICENSED CIVIL ENGINEER/LICENSED

**Clearances**

- Barangay Clearance** for Construction Permit (2 Copies)
- HOA or Developers Clearance (2 Copies)** – if located inside a subdivision
- DPWH Clearance (1 Copy)** – if located along National Road
- PEO Clearance (1 Copy)** – if located along Provincial Road
- National Irrigation Administration (NIA) Clearance (1 Copy)** - if Agriculture Land

**Additional Requirements**

- If fence height is 4 meters and above:**
  - **Structural Design and Computation (2 Copies)**
    - signed and sealed ALL PAGES by a LICENSED CIVIL/STRUCTURAL ENGINEER.

**NOTE:**

- **For representatives**, submit 1 Original Copy and 1 Photocopy of **NOTARIZED Authorization Letter** or **Special Power of Attorney** stating the specific task of the representative/authorized person (*to sign, to process, etc.*) in Fencing Permit Application.
- Attach a copy of **Valid ID** with three (3) signatures of both Owner and Authorized Person/Representative.