

## New Service Connection Application

This service is provided to citizens of Pililla, Rizal with no existing service connection with Pililla Water District but wishes to avail of its service and to existing concessionaires who wish to apply for an additional service connection

<b>Office or Division :</b>	Commercial Division / Public Assistance and Complaints Desk
<b>Classification :</b>	Complex
<b>Type of Transaction :</b>	G2C ; G2B ; G2G
<b>Who may Avail :</b>	Residents of Pililla, Rizal
<b>REQUIREMENTS</b>	<b>WHERE TO SECURE</b>
<ol style="list-style-type: none"> <li>1. New Service Connection Application Form</li> <li>2. One (1) Photocopy (with 3 specimen signature ) of competent evidence of identity of account holder, land owner/possessor (if applicable ), and representative (if applicable )               <ol style="list-style-type: none"> <li>a. Passport</li> <li>b. Driver's License</li> <li>c. TIN ID</li> <li>d. Voter's ID / Voter's Certificate</li> <li>e. PRC ID</li> <li>f. Active UMID Card</li> <li>g. Active SSS ID</li> <li>h. Senior Citizen's ID</li> <li>i. PWD ID</li> <li>j. Postal ID</li> <li>k. Any government issued ID</li> </ol> </li> <li>3. Proof of Possession of Property               <ol style="list-style-type: none"> <li>a. Photocopy of Land Title</li> <li>b. Photocopy of Notarized Deed of Absolute Sale Conditional Sale/ Contract to Sell (if necessary)</li> <li>c. Photocopy of Tax Declaration (if necessary )</li> <li>d. Meralco Bill (proof of billing )if necessary</li> </ol> <p>If the foregoing is not available :</p> <ol style="list-style-type: none"> <li>a. Letter of Undertaking (duly Notarized )</li> </ol> </li> </ol>	<p>Commercial Division / Public Assistance and Complaints Desk</p> <p>DFA LTO BIR COMELEC PROFESSIONAL REGULATION COMMISSION GSIS / SSS SSS LGU-OSCA LGU-MSWD POST OFFICE</p>

<ul style="list-style-type: none"> <li>b. Original Copy of Barangay Certification signed by the Barangay Captain with Seal</li> </ul> <p>4. Cedula</p> <p>5. Conditional requirements as a result of the evaluation : ( if necessary )</p> <ul style="list-style-type: none"> <li>a. Photocopy of Mayor's Permit</li> <li>b. Photocopy of Business Permit</li> <li>c. Photocopy of SEC Registration and Articles of Incorporation</li> <li>d. Photocopy of Notarized Special Power of Attorney / General Power of Attorney/Authorization Letter</li> <li>e. Photocopy of Current and Notarized Lease of Contract</li> <li>f. Original copy of Certification from Housing Developer</li> <li>g. Original copy of Certification from the Association signed by the Association President/Chairman</li> <li>h. Photocopy of Notarized Extra Judicial Settlement of Estate</li> <li>i. Consent from co-heirs(if applicant is one of the heirs and there is existing dispute over the property)</li> <li>j. Consent from all heirs (if applicant is not an heir )</li> <li>k. Authenticated Notice of Approval/Award , Notarized Transfer of Rights (if necessary )</li> <li>l. Cerification with letterhead signed by its Head of Office</li> <li>m. Birth Certificate</li> <li>n. Marriage Contract</li> <li>o. Death Certificate</li> <li>p. General Information Sheet</li> </ul>	<p>Barangay</p> <p>LGU or Office of the Barangay (location of new service connection )</p> <p>LGU</p> <p>DTI</p> <p>SEC</p> <p>NHA / DENR / LGU</p> <p>Head of the Agency</p> <p>LGU-OLCR / PSA</p> <p>LGU-OLCR / PSA</p> <p>LGU-OLCR / PSA</p>
<p>Sketch of Location</p>	<p>CLIENT</p>