



APPLICATION FOR CANCELLATION OF TAX DECLARATION

Date filed: _____

Control No.: _____

* **REQUIRED FIELDS**

PREFERENCE FOR RELEASE (pls check):

PICK-UP

REGISTERED MAIL

[PLEASE PRINT THIS PORTION LEGIBLY TO AVOID ERROR IN PERSONAL REFERENCE]

RECORD OF OWNERSHIP [TCT/Building plan as reference]

*Registered owner's email address:

*Owner/s (per Tax Declaration):

*REMARKS/REASONS FOR CANCELLATION:

MANDATORY REQUIREMENTS (Please check appropriate box):

- Letter-request of the owner specifying property and reason for cancellation of assessment
- Demolition Permit (in case of demolition)
- Certification from Fire Department (if razed by Fire)
- Photo-copy of Current Year Realty Property Tax Payment

OTHER REQUIREMENTS

- Barangay Certification (if necessary)
- Picture of property (3" x 5" colored, photo paper)
- Notarized Special Power of Attorney from the owner (for other party requesting), and valid gov't ID of both owner and representative (preferably QCID).

I DECLARE UNDER THE PENALTIES OF PERJURY that all information contained in this application are true and correct based on my personal knowledge and all its attachments are authentic records submitted to the Office of the City Assessor. Any fake or misleading information supplied/attached, or production of fake/falsified documents, shall be grounds for appropriate legal action against me and automatically denies the application.

Further, I give my consent to the processing of all personal information as defined under the Data Privacy Act of 2012 (R.A. No. 10173) and its IRR for legitimate and lawful purposes and agrees that real property related accounts or records with Quezon City Government may be processed, profiled or shared to requesting parties or for the purpose of any court, legal process, examination, inquiry and audit or investigation of any authority.

Prepared by:

Received by:

* _____
Applicant Date

Receiving Officer Date

**FORM
106**

*Valid Contact No. _____
*Valid email address: _____

We want to serve you better and improve our client service standards. To fulfill this, let us know what you think and how well did we serve you by answering our customer satisfaction survey form, or thru our contact details : CityAssessor@quezoncity.gov.ph or https://www.facebook.com/quezoncityassessorsoffice.



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