



Re: REQUEST FOR TECHNICAL DESCRIPTION OF PSD - Calapan Oriental Mindoro

1 message

Ma Lorena Casuga <malorenacasuga@gmail.com>

Wed, Jun 14, 2023 at 4:45 PM

To: "smdmimaropa@gmail.com" <smdmimaropa@gmail.com>

Cc: Surveys Division <surveys_mimaropa@yahoo.com>, DENR Mimaropa Region <mimaroparegion@denr.gov.ph>

RE: REQUEST FOR CERTIFIED TRUE COPY OF THE NARRATIVE TECHNICAL DESCRIPTION

Hello Sir/Mam,

Good day!

I am attaching the scanned letter of request and other necessary documents as specified by the Surveys Division of DENR MIMAROPA in response to my request for a technical description of the narrative.

REQUIREMENTS FOR CERTIFIED COPY OF NARRATIVE TECHNICAL DESCRIPTION

1. **Request letter duly notarized;**
(Indicate your purpose in securing Narrative Technical Description)
2. **Special Power of Attorney (SPA) notarized;**
(Signed by the owner and authorized representative)
3. **Photocopy of Identification Card/s;**
(Owner and authorized representative)
4. **Certified copy of survey plan with OR**
(Send your request at recordssmd@gmail.com)
5. **Certified copy: any of the following:**
 - a. Original Certificate of Title;
 - b. Transfer Certificate of Title;
 - c. Deed Absolute Sale; or
 - d. Extra Judicial Settlement

Best regards,

Wally Boy Casuga & Ma. Lorena Casuga

On Fri, Jun 9, 2023 at 11:25 AM Surveys Division <surveys_mimaropa@yahoo.com> wrote:

Dear Ms. Casuga:

A pleasant day!

Please be informed that your request (PSD-04-186892) is available in our records. In order for us to process your request for Narrative Technical Description, please to submit the following requirements, to wit;

REQUIREMENTS FOR CERTIFIED COPY OF NARRATIVE TECHNICAL DESCRIPTION

1. **Request letter duly notarized;**
(Indicate your purpose in securing Narrative Technical Description)
2. **Special Power of Attorney (SPA) notarized;**
(Signed by the owner and authorized representative)
3. **Photocopy of Identification Card/s;**

(Owner and authorized representative)

4. Certified copy of survey plan with OR

(Send your request at recordssmd@gmail.com)

5. Certified copy: any of the following:

- a. Original Certificate of Title;
- b. Transfer Certificate of Title;
- c. Deed Absolute Sale; or
- d. Extra Judicial Settlement

*Send the scanned copies of the above-mentioned requirements at smdmimaropa@gmail.com for evaluation.

Thank you

SURVEYS AND MAPPING DIVISION

DENR MIMAROPA Region

DENR by the Bay Bldg., 1515 Roxas Blvd., Ermita, Manila
(02) 8248-3367/ 8249-3368 loc. 2713

On Friday, June 9, 2023 at 09:28:16 AM GMT+8, Ma Lorena Casuga <malorenacasuga@gmail.com> wrote:

Hello,

Good day! I would like to inquire about the status of my request with Tracking Number E-2023-111698. Thank you.

Wally Casuga & Ma. Lorena Casuga

On Thu, Jun 8, 2023 at 3:01 PM DENR Mimaropa Region <mimaroparegion@denr.gov.ph> wrote:

Good day!

This is to acknowledge receipt of your email.

Your concern was immediately forwarded to the Surveys and Mapping Division (SMD) for review and appropriate action

For other inquiries/follow-ups, you may reach them directly at their email address: surveys_mimaropa@yahoo.com

Please also be informed that your concern has been assigned with Document Tracking Number E-2023-111698.

To track the status of your concern, please provide the number above for ease of reference.

Thank you and keep safe.

JEZETH MAE G. FADERO

Mathematician Aide I

Records Section - DENR MIMAROPA

On Thu, Jun 8, 2023 at 10:59 AM Ma Lorena Casuga <malorenacasuga@gmail.com> wrote:

To whom it may concern,

Hello,

I went to DENR Socorro, DENR PENRO Calapan, and contacted LRA Main Office but can't able to help me with my concern, as they said they have no copy. I hope you can assist me with my concern.

TITLE No: RT-19 (T-69905)

SUBDIVISION NUMBER: PSD-04-186892

LOT NUMBER: LOT 4-A RIGHT OF WAY (Missing Technical Description)

I recently bought a parcel of land subdivided into 5 LOTS. They were able to give me the complete documents of the 4 LOTS, but the remaining 1 lot is missing.

In this regard, may I request from your good office a copy of the TECHNICAL DESCRIPTION of the aforementioned lot? This is needed in the Register of Deeds (RD) to proceed with the transfer.

Attached are the supporting documents.

Best regards,

Wally Boy Casuga and Ma. Lorena Casuga



Virus-free. www.avast.com

10 attachments



2 SPA Notarized Page 2.JPG
599K



2 SPA Notarized Page 1.JPG
1089K



3 Photocopy of Identification Cards.JPG
1071K



1 Request Letter Duly Notarized.JPG
776K



4 OR for DENR MIMAROPA.png
589K



6 EJS Page 2.JPG
795K



6 EJS Page 1.JPG
1168K



5 TCT Page 1.JPG
2948K



6 TCT Page 2.JPG
2466K

4 Certified True Copy Subdivision Plan from DENR.pdf
546K