

### 3. Issuance of Foreshore Lease Certification

The Provincial Administrator's Office thru the Tourism Division issued certification to resort owner; Business entity that states that he/she has no pending case filed. The aforesaid certification is issued to affirm the validity of information.

<b>Office or Division:</b>	Provincial Administrators Office – Tourism			
<b>Classification:</b>	Simple			
<b>Type of Transaction:</b>	G2B			
<b>Who may avail:</b>	Business Entity (Resort Owner, Businessman			
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
1. Land Title (1 Photocopy)		Register of DEEDS		
2. Barangay Resolution (1 Original)		Barangay where the property is located		
3. DENR Recommendation (1 Original)		DENR Panabo City		
4. Letter Request for Issuance of FORESHORE certification (1 Original)		Property owner		
5. Site Development Plan of FORESHORE LEASE (1 Photocopy)		Property Owner		
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Submit the requirements	1.Verifies and assess the completeness of the requirements 1.1. Issue the Foreshore lease certification	None	10 minutes	Senior Tourism Operation Officer PADO-Tourism
<b>TOTAL:</b>			<b>10 minutes</b>	