



Republic of the Philippines  
**MUNICIPALITY OF CATARMAN**  
Province of Northern Samar



**ASSESSOR'S OFFICE**

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**APPRAISAL & ASSESSMENT OF NEW MACHINERIES (DC)  
REQUIREMENTS CHECKLIST**

Requirements	Where to Secure
<input type="checkbox"/> Letter Request / Walk in	Client
<input type="checkbox"/> Original Official Receipts of the Following (when applicable): <ul style="list-style-type: none"><li><input type="checkbox"/> Actual Cost</li><li><input type="checkbox"/> Freight</li><li><input type="checkbox"/> Customs Duties &amp; Taxes</li><li><input type="checkbox"/> Brokerage, Arrastre &amp; Handling</li><li><input type="checkbox"/> Installation</li></ul>	
<input type="checkbox"/> IF NOT AVAILABLE: Sworn Declaration	