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REPUBLIKA NG PILIPINAS KAGAWARAN NG KATARUNGAN PANGASIWAAN SA PATALAAN NG LUPAIN (LAND REGISTRATION AUTHORITY) East Avenue cor. NIA Road, Quezon City

Website: www.lra.gov.ph

## LRA CIRCULAR NO. 11 - 2023

# USE OF STANDARD TRANSACTION DOCUMENTS IN THE REGISTRIES OF DEEDS

**WHEREAS**, the Land Registration Authority (LRA) is a government agency under the Department of Justice (DOJ) mandated by law to preserve the integrity of the land registration process, protect the sanctity of the Torrens System, and act as a central repository of records relative to original registration of land titled under the Torrens System, including subdivision and consolidation plans of titled lands, and in the registration of security interests in such personality as provided for by the Personal Property Security Act,<sup>1</sup> and through its Registry of Deeds (RD) Offices nationwide, be the repository of records of instruments affecting registered and unregistered lands over which such office has jurisdiction;

**WHEREAS**, LRA issued Circular No. 17-2021 on 03 August 2021, with subject, "Use of LRA Guides for the Improved Entry of Mandatory Registration Information for Transactions in the Registries of Deeds", as amended, by which the Authority prescribes the use of Mandatory Registration Information Forms (MRI Forms) to serve as the client's reference in the preparation of documents to be presented in the RDs;

**WHEREAS**, due to feedback received from the clients and the RDs, the LRA conducted an evaluation on the use of MRI Forms and it has been noted that the use of the said forms affect the processing time of transactions;

**WHEREAS**, to further improve the delivery of its services and to reduce the time required for reviewing transaction documents submitted in the RDs, the LRA also looked into standardizing the Transaction Documents used in the RDs;

**WHEREFORE**, the transacting public is hereby advised of the following:

- 1. The use of MRI Forms shall be discontinued; and
- 2. The following revised Transaction Document Templates, which can be downloaded from the LRA website, www.lra.gov.ph, may be used:
  - a. Cancellation of Real Estate Mortgage (Annex A);
  - b. Chattel Mortgage (Annex B);
  - c. Deed of Absolute Sale (Annex C);
  - d. Deed of Donation (Annex D);

Republic Act (RA) No. 11057

- e. Extrajudicial Settlement of Estate (Annex E);
- f. Extrajudicial Settlement of Estate with Absolute Sale (Annex F);
- g. New Donation Inter Vivos (Annex G);
- h. New Donation Mortis Causa (Annex H);
- i. Petition for Cancellation of Creditors (Annex I);
- j. Real Estate Mortgage (Annex J);
- k. Special Power of Attorney (Annex K).
- 3. Additional Transaction Document Templates shall be published by LRA, as may be necessary.

This Circular shall take effect immediately upon its publication in a newspaper of general circulation and the filing of three (3) copies thereof with the University of the Philippines Law Center.

All orders, guidelines, circulars, rules and regulations inconsistent with this are hereby repealed or amended accordingly.

Issued \_\_\_\_\_ 2 4 MAY 2023 \_\_\_\_, Quezon City, Philippines.

GERARDO PANGA SIRIOS

Administrator

# CANCELLATION OF REAL ESTATE MORTGAGE

### KNOWN ALL MEN BY THESE PRESENTS:

I/We,\_\_\_\_\_

(State the full name of the Mortgagee/Lender or Authorized Representative; If juridical entity, State the full name and authorized signatory)

(State the full name of the Mortgagee/Lender or Authorized Representative; If juridical entity, State the full name and authorized signatory)

Filipino/doing business within the Philippines, of legal age, single/married to with residence/principal address at \_\_\_\_\_\_, with residence/principal address at \_\_\_\_\_\_, hereby by these presents forever RELEASE AND CANCEL that certain mortgage of real estate with all the improvement thereon, covered by Original/Transfer/Condominium (OCT/TCT/CCT) No. \_\_\_\_\_\_, registered in the Register of Deeds of \_\_\_\_\_\_\_, a parcel of land with an area of \_\_\_\_\_\_\_ SQUARE METERS (\_\_\_\_\_\_sq. m.) or more particularly described as follows:

TCT NO.

(TECHNICAL DESCRIPTION OF THE PROPERTY - Indicate the Lot No., Block No., Plan No. for Land Properties/Unit Description for Condominium/Parking Units)

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<u> </u>	

 which real estate mortgage executed on \_\_\_\_\_\_\_, 20\_\_\_\_ by the said MORTGAGEE/LENDER and MORTGAGOR/BORROWER before Notary Public \_\_\_\_\_\_\_\_ as per his/her Notarial Register Document No.\_\_\_\_\_\_, Page No. \_\_\_\_\_\_, Book No. \_\_\_\_\_\_, Series of 20\_\_\_\_\_, and was duly was registered and annotated with Entry/EPEB (Electronic Primary Entry Book) No. \_\_\_\_\_\_, of the Register of Deeds of \_\_\_\_\_\_\_.

 LRAQMS.FRM.2023.001

 Revision 0 / 05-26-2023

IN WITNESS WHEREOF , 20, in		et my hand this da , Philippines.	y of
	the l	l name and signature of Mortgagee/Lender or horized Representative)	
With marital consent:			
(Full name and signature the Mortgagee's/Lender'			
SIGNI	ED IN THE PRESENC	CE OF:	
l ament:			
A	CKNOWLEDGMEN	Т	
REPUBLIC OF THE PHILIPPINE	5		
of, 20,		, this the following:	day
Name	Proof of Identity	Date and Place Issued	1
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This instrument consisting acknowledgment is written, has witnesses on each and every pag relates to() p	been signed by the e and on the space p		ntal

WITNESS MY HAND AND SEAL, at \_\_\_\_\_, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

the terms are the

LRAQMS.FRM.2023.001 Revision 0 / 05-26-2023

## NOTARY PUBLIC

Doc. No. \_\_\_\_\_; Page No.\_\_\_\_\_; Book No. \_\_\_\_\_; Series of 20\_\_\_\_.

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(Note: Consular Notary/Apostille if document was executed and notarized outside the Philippines should be attached as Annex "\_\_\_\_\_"; Also, attach a copy of the title to be marked as Annex "\_\_\_\_\_")

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	That the	e MORTGAG	OR is inde	bted unto	the MORTGAGEE in the sum of
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<b>D1</b>			nount in words)		(Amount in figures)
Phil	ippine Cu	rrency, receipt	of which is	acknowled	ged by the MORTGAGOR upon the
sign	ing of this	instrument, pa	ayable within	n a period of	years, with interest
ther	eon at the	rate of (	) %	per annum;	
1 1.	That for, a	and consideration	on of , this in	debtedness,	and to assure the performance of said
obli	gation to p	bay, the MORI	GAGOR her	eby conveys	by way of CHATTEL MORTGAGE
unte	the MO	LIGAGEE, his	s heirs and	assigns, the	e following personality now in the
poss	session of s	aid MORTGA	JOK		
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TYPE OF BODY :	PLATE NO.	:
YEAR MODEL :	FILE NO.	:

 That the condition of this obligation is that should the MORTGAGOR perform the obligation to pay the hereinabove cited indebtedness of (\_\_\_\_\_\_\_), (\_\_\_\_\_\_\_), (Amount in words)

together with accrued interest thereon, this chattel mortgage shall at once become null and void and of no effect whatsoever, otherwise, it shall remain in full force and effect.

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IN WITNESS WHEREOF, the parties have hereunto set their hands, this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_at \_\_\_\_\_\_, Philippines.

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Republic of the Philippines)		
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BEFORE ME, personally apported apported apported by the second se	eared: CTC Number	Date/Place Issued

Known to me and to me known to be the same persons who executed the foregoing instrument and acknowledged to me that the same is their free and voluntary act and deed.

WITNESS MY HAND AND SEAL, on the date and place first above written.

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# DEED OF ABSOLUTE SALE

## KNOW ALL MEN BY THESE PRESENTS:

DEED OF ABSOLUTE SALE is made and executed in This , Philippines, by and between – \_\_\_\_\_, of legal age, Filipino, single/married to \_\_\_\_\_ , and with residence at , hereinafter referred to as the SELLER/S, - in favor of legal age, Filipino, \_\_\_\_\_, of single/married to \_\_\_\_\_ \_\_\_\_\_, and with residence at , hereinafter referred to as the **BUYER/S**, CONTRACTOR BY 141 - 2 Prove WITNESSETH: BERD DE WHEREAS, the SELLER/S is/are the registered owner/s of certain parcel/s of land situated in \_\_\_\_\_, covered by Original/Transfer/Condominium Certificate of Title (OCT/TCT/CCT) No. \_\_\_\_\_\_, issued by the Register of Deeds of \_\_\_\_\_\_, containing an area of \_\_\_\_\_\_ (\_\_\_\_) square meters (sq. m.), more or less, and more particularly described as follows: TCT NO. \_\_\_\_\_ (TECHNICAL DESCRIPTION OF THE PROPERTY) ente i la .... 18. S.X. (Sci., A.F.) 

WHEREAS, the BUYER(S) has/have offered to buy and the SELLER(S) has/have agreed to sell the above-described property for the price and under the terms and conditions set forth hereinbelow;

NOW, THEREFORE, for and specifically of	in consideratior the	n of the premises, sum	and more of
1 5	HP	), the receip	ot whereof
(Amount in words)	(Amount in	-	
			RM.2023.003 / 05-26-2023

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is hereby acknowledged from the BUYER/S to the entire satisfaction of the SELLER/S, the said SELLER/S does/do hereby SELL, TRANSFER AND CONVEY, IN A MANNER ABSOLUTE AND IRREVOCABLE, in favor of the BUYER/S, his/her/their heirs, assigns, and successors-in-interest, the land above described, together with all the buildings and improvements existing thereon;

That the SELLER(S) does/do hereby warrant valid title to, and peaceful possession of, the property herein sold and conveyed, and further declare(s) that the same is free and clear of all liens and encumbrances of any kind whatsoever;

That the BUYER(S) does/do hereby accept(s) this deed of absolute sale and agree to all the conditions provided herein.

IN WITNESS WHEREOF, we have hereunto sign this deed of absolute sale at

on this \_\_\_\_\_ day of \_\_\_\_\_\_ 20\_\_\_\_. 26.354411.21 1117.21 25.3.5 ad impact and the ex-SELLER BUYER ા સાંગી સપ્લા કરી WITH MY MARITAL CONSENT: - 我走到了这边教育。 SPOUSE OF THE SELLER SPOUSE OF THE BUYER SIGNED IN THE PRESENCE OF: ACKNOWLEDGMENT tot . REPUBLIC OF THE PHILIPPINES ) SS. BEFORE ME, a Notary Public for and in the \_\_\_\_\_, this \_\_\_\_\_ day of 20 personally appeared the following: Proof of Identity Date/Place Issued Name F known to me to be the same person(s) who executed the foregoing instrument, and

acknowledged that the same is his/her/their free act and voluntary deed.

antess de la composición de la composi Composición de la comp

This instrument, consisting of \_\_\_\_\_ (\_\_) pages, including this page upon which this acknowledgment is written, has been signed by the parties and their instrumental witnesses on each and every page and on the space provided for their signature, and relates to \_\_\_\_\_ (\_\_\_) parcel/s of land.

WITNESS MY HAND AND SEAL, at \_\_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_, 20\_\_\_\_. NOTARY PUBLIC Doc. No. \_\_\_\_; Page No.\_\_\_; Book No.\_\_\_\_; Series of 20\_\_\_\_\_ ar navie devied the second and 1.198 LRAQMS.FRM.2023.003 Revision 0 / 05-26-2023

# **DEED OF DONATION**

#### KNOW ALL MEN BY THESE PRESENTS:

(Name of Registered Owner/Donor) and residents of ((Complete A	), hereinafter
(Complete A	Address)
to as the DONOR;	
- and -	
	,, of legal a
(Name of Registered Owner/Donor)	(civil status)
and residents of ((Complete A	), hereinafter Address)
to as the <b>DONEE</b> ;	
DEMONIPONI CONTRACTOR	
WITNESSETH: T	НАТ
The DONOR is the registered owner of a parc	el of land located in,
	(location of property)
ularly described as follows:	
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(TECHNICAL DESCRIPTION OF TH	IE PROPERTY)
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	- and - <pre>     (Name of Registered Owner/Donor) and residents of (</pre>

\_\_\_\_\_, said DONOR by these presents do hereby give, transfer

(relationship to Donee) and convey by way of DONATION unto the said DONEE, his/her heirs, successors and assigns all their (DONOR's) interests, titles and participations over the above-described parcels of land.

The DONOR hereby state for the purpose, that this donation is not made with the object of defrauding his/her creditors, having reserved for himself/herself sufficient property to answer for his/her debts, if any, prior to this date.

1.01.024 (1.14)

The DONEE hereby **RECEIVES AND ACCEPTS** this gift and donation made in his/her favor by the DONOR, who is <u>(relationship to Donor)</u>, and hereby express his/her appreciation and gratitude for the kindness and generosity of the DONOR.

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IN WITNESS WHEREOF, the parties to this Deed of Donation have hereunto set their hand on

	<u>, in , in</u>	
	Donor Donee	
	Signed in the presence of:	
	ACKNOWLEDGMENT	
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	Name Government ID	
	Name of Donor	
	Name of Donee	

all known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that the same is their free and voluntary act and deed.

I further certify that the foregoing instrument relates to a Deed of Donation over TCT No. \_\_\_\_\_\_, consisting of\_\_\_\_\_\_pages, including this page whereon this acknowledgment is written, signed by the parties and their instrumental witnesses at the spaces provided for and on each and every page.

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# EXTRAJUDICIAL SETTLEMENT OF ESTATE

## KNOW ALL MEN BY THESE PRESENTS:

_	, of legal age, Filipino, single/married to
	, of legal age, Filipino, single/married to
	, of legal age, Filipino, single/married to
	, and residing at;
	WITNESSETH:
	WHEREAS, on,, died intestate in, died intestate in
	, covered by Original/Transfer/Condominium Certificate of Title
¢	T/TCT/CCT) No issued by the Register of Deeds of
+	, and more particularly described as follows;
	(TECHNICAL DESCRIPTION OF THE PROPERTY)
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	C. C
	WHEREAS, the parties hereto are the heirs of the decedent entitled to succeed to her estate, they being his/her;
s/1	
s/1	(state relationship to the decedent)

WHEREAS, it is to the best interest of the parties hereto to divide, partition and adjudicate between/among themselves the entire estate between/among themselves in pro indiviso equal shares, (or in the following proportion) to wit:

....

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(1) To	;
(2) To	(stipulated share)
(3) To	(stipulated share)
and the second	(stipulated share)

subject, however, to contingent liabilities to creditors, heirs or other persons who might have been deprived of lawful participation in the estate of the decedent, for a period of two (2) years from and after the settlement and distribution thereof, in accordance with the provision of Section 4, Rule 74 of the Rules of Court; and

THAT, in the remote event that any other property of the decedent should ever be found which is not included hereinabove, the parties hereto further agree as they do so agree to settle and distribute the same in like manner and proportion as herein established and disposed.

	IN WITNESS WHE	REOF, we hereunt		n this	_ day of
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known to me to be the same person(s) who executed the foregoing instrument, and acknowledged that the same is his/her/their free act and voluntary deed.

n CNE Provinsi 10<sup>12</sup> - 10<sup>12</sup> - 10<sup>12</sup> This instrument consisting of \_\_\_\_\_ (\_\_) pages, including this whereon the acknowledgment is written, has been signed by the parties and their instrumental witnesses on each and every page and on the space provided for their signature, and relates to \_\_\_\_\_ (\_\_\_) parcel/s of land.

. . .

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WITNESS MY HAND AND SEAL, on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at NOTARY PUBLIC Doc. No. \_\_\_\_; Page No.\_\_\_\_; Book No.\_\_\_\_; Series of 20\_\_\_\_\_. NES MY HAND A 

# EXTRAJUDICIAL SETTLEMENT OF ESTATE WITH ABSOLUTE SALE

# KNOW ALL MEN BY THESE PRESENTS:

This AGREEMENT, made end	, by and be	tween:
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	, of leg	al age, married, residing a
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EXTRAJUSE	and , of le	egal age, single, residing a
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WHEREAS, we are the heirs o	f the deceased	who died
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opy of his/her death certifica	te is hereto attached as A	nnex A;
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WHEREAS, pursuant to Rule 74, Section 1 of the Rules on Special Proceedings and with full capacity to contract, we do hereby adjudicate unto ourselves the parcel/s of land described above, in equal shares.

	FURTHER, FOR	AND	IN	CONSIDER	RATION o	f the	sum
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	(Amount in words)						
whe	ereof is hereby acknowled	lged in fu	ıll sum	from			/
of	legal age, Filij	oino/s,	and	with	residence	address	at
	a second considering and a state	g .	, we	do hereby S	SELL, TRANS	SFER, CON	<b>JVEY</b>
and	DELIVER, by	way	of	ABSOLUTE	E SALE,	unto	said
	and the second sec	, t	he pro	operty abov	ve described	with all	the
imp	rovements existing thereo	on;					

That we hereby warrant our valid title to and peaceful possession of the property herein sold and conveyed, and further declare that the same is free and clear of all liens and encumbrances of any kind whatsoever.

IN WITNESS WHEREOF, we hereunto set our ha	and on this day of
The Heirs of	
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SIGNED IN THE PRESENCE OF:	
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ACKNOWLEDGMENT REPUBLIC OF THE PHILIPPINES	
) SS.	
BEFORE ME, a Notary Public for and in the, 20, 20 personally appeared the following:	, this day of
Name Proof of Identity	Date/Place Issued
	LRAQMS.FRM.2023.006 Revision 0 / 05-26-2023

known to me to be the same person(s) who executed the foregoing instrument, and acknowledged that the same is his/her/their free act and voluntary deed.

alte MR, a No L. (9)

This instrument consisting of \_\_\_\_\_(\_\_) pages, including this page upon which this acknowledgment is written, has been signed by the parties and their instrumental witnesses on each and every page and on the space provided for their signature, and relates to \_\_\_\_\_\_(\_\_\_) parcel/s of land.

WITNESS MY HAND AND SEAL, at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_. NOTARY PUBLIC Doc. No. \_\_\_\_; Page No.\_\_\_\_; Book No.\_\_\_; Series of 20\_\_\_\_\_ en e instruction de la company a dedement is a that on each ead a san (....) » (\*\*. -----A Store LRAQMS.FRM.2023.006 Revision 0 / 05-26-2023

(Donation to take effect during the lifetime of the Donor)

## DONATION INTER VIVOS

#### KNOW ALL MEN BY THESE PRESENTS:

This **DONATION INTER VIVOS** is made and executed in \_\_\_\_\_, Philippines, by –

to \_\_\_\_\_\_, of legal age, Filipino, single/married/widow/widower, to \_\_\_\_\_\_, and with residence at \_\_\_\_\_\_, hereinafter referred to as the DONOR,

## – in favor –

to \_\_\_\_\_\_, of legal age, Filipino, single/married/widow/widower, to \_\_\_\_\_\_, and with residence at \_\_\_\_\_\_, *hereinafter* referred to as the DONEE,

WITNESSETH:

WHEREAS, the DONOR is the registered owner of that certain real property situated at \_\_\_\_\_\_, covered by Original/Transfer/Condominium Certificate of Title (OCT/TCT/CCT) No.\_\_\_\_\_, issued by the Register of Deeds of \_\_\_\_\_\_, and more particularly described as follows:

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THAT, for and in consideration of the love and affection of the DONOR for the DONEE who is (\_\_\_\_\_\_), the said DONOR by these presents cedes,

(Relationship to Donee)

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transfers and conveys, by way of donation *inter vivos* unto the said DONEE the real property above described, together with all the buildings and improvements existing thereon, free and clear of all liens and encumbrances;

THAT, the DONOR does hereby state, for the purposes of giving full effect to this donation, that he/she has reserved unto himself/herself in full ownership (or in usufruct) other property sufficient to support him/her in a manner appropriate to his/her station.

THAT, the DONOR hereby states for the purpose, that this donation is not made with the object of defrauding his/her creditors, having reserved for himself/herself sufficient property to answer for his/her debts, if any, prior to this date.

#### ACCEPTANCE

THAT, the DONEE does hereby accept the foregoing donation of the abovedescribed property for which he/she expresses his/her sincerest appreciation and gratitude for the kindness and liberality shown by the DONOR, who is \_\_\_\_\_\_

(Relationship to Donor)

IN WITNESS WHEREOF, we have hereunto sign this donation inter vivos at \_\_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_\_ 20\_\_\_.

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Creaty Robins ------

ter ME Mic, a Norrae Maria

DONOR

DONEE

WITH MY MARITAL CONSENT:

SPOUSE OF THE DONOR

SIGNED IN THE PRESENCE OF:

ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in the \_\_\_\_\_\_, this \_\_\_\_ day of
\_\_\_\_\_\_, 20\_\_\_\_ personally appeared the following:
Name Proof of Identity Date/Place Issued
\_\_\_\_\_\_

known to me to be the same person(s) who executed the foregoing instrument, and acknowledged that the same is his/her/their free act and voluntary deed.

1

LRAQMS.FRM.2023.007 Revision 0 / 05-26-2023

This instrument consisting of \_\_\_\_\_ (\_\_) pages, including this page upon which this acknowledgment is written, has been signed by the parties and their instrumental withesses on each and every page and on the space provided for their signature, and relates to \_\_\_\_\_\_ parcel/s of land.

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WITNESS MY HAND AND SEAL, at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_, 20\_\_\_\_. NOTARY PUBLIC Doc. No. \_\_\_\_; Page No.\_\_\_; Book No. anstangalar to note Series of 20/10/20 tent to the series of the analistic de la companya de la compa e that die an arte arte arte SHOTAY ACTION ananagana a a a a a LRAQMS.FRM.2023.007

(Donation to take effect upon the death of the donor)

# DONATION MORTIS CAUSA

## KNOW ALL MEN BY THESE PRESENTS:

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This **DONATION MORTIS CAUSA** is made and executed in \_\_\_\_\_, Philippines, by and between –

\_\_\_\_\_, of legal age, Filipino, single/married to \_\_\_\_\_\_, and with residence at \_\_\_\_\_\_, *hereinafter referred to as the* **DONOR**,

– in favor of –

\_\_\_\_\_, of legal age, Filipino, single/married to \_\_\_\_\_\_, and with residence at \_\_\_\_\_\_, *hereinafter* referred to as the DONEE,

WITNESSETH:

WHEREAS, the DONOR is the registered owner of that certain real property situated at \_\_\_\_\_\_, covered by Original/Transfer/Condominium Certificate of Title (OCT/TCT/CCT) No.\_\_\_\_\_, issued by the Register of Deeds of \_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_, issued by the Register of Deeds of \_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_, issued by the Register of Deeds of \_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_, issued by the Register of Deeds of \_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_, issued by the Register of Deeds of \_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_, issued by the Register of Deeds of \_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_, issued by the Register of Deeds of \_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_, issued by the Register of Deeds of \_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_, issued by the Register of Deeds of \_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_\_\_\_\_\_, containing a total area of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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THAT, for and in consideration of the love and affection of the DONOR for the DONEE who is (\_\_\_\_\_\_\_), the said DONOR by these presents transfer (relationship to Donee)

and convey, by way of donation, unto the said DONEE the real property above described, together with all the buildings and all improvements existing thereon, to become effective upon the death of the DONOR: *Provided, however* that in the event that the DONEE should die before the DONOR, the present donation shall be deemed automatically rescinded and of no further force and effect;

LRAQMS.FRM.2023.008 Revision 0 / 05-26-2023

# ACCEPTANCE

THAT, the DONEE does hereby accept the foregoing donation *mortis causa* under the terms and conditions set forth therein, and avail himself/herself of this occasion to express his/her profound gratitude for the kindness and generosity of the DONOR.

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IN WITNESS WHEREOF, we have hereunto sign this deed of donation on this \_ day of \_\_\_\_\_\_ 20\_\_\_\_.

DONOR

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DONEE

WITH MY MARITAL CONSENT:

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SPOUSE OF THE DONOR

## ATTESTATION CLAUSE

Signed by the above-named DONOR at the foot of this DEED OF DONATION MORTIS CAUSA consisting of \_\_\_\_\_\_(\_\_\_) pages, all consecutively numbered in letters, and on the left-hand margin of each and every page thereof in the join presence of all of us who at his/her request and in his/her presence and that of each other have in the like manner subscribed our names as witnesses.

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This instrument consisting of \_\_\_\_\_ (\_\_) pages, including this page upon which this acknowledgment is written, has been signed by the parties and their instrumental witnesses on each and every page and on the space provided for their signature, and relates to \_\_\_\_\_ (\_\_\_) parcel/s of land.

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	Revision 0 / 05-26-2023

## **REPUBLIC OF THE PHILIPPINES** DEPARTMENT OF JUSTICE LAND REGISTRATION AUTHORITY **REGISTER OF DEEDS OF**

# IN RE: PETITION FOR CANCELLATION OF CREDITOR'S LIEN UNDER SECTION 4, RULE 74 OF THE RULES OF COURT ON OCT/TCT/CCT NO.

Petitioner/s,

SER. OF

# PETITION

PETITIONER/S, unto this Honorable Office, respectfully state/s:

1. That he/she/they is/are the registered owners of Lot No.\_\_\_\_, Block \_\_\_\_\_ of subdivision plan no.\_\_\_\_\_, with an area of \_\_\_\_\_\_ square meters No. m.), covered by Original/Transfer/Condominium Certificate of Title (sq. (OCT/TCT/CCT) No.\_\_\_\_\_, of the Register of Deeds of

2. That on the said certificate of title, there is an annotation of encumbrance or the creditor's lien pursuant to Section 4, Rule 74 of the Rules of Court, under Entry No. , dated

3. That than (2) more two years have elapsed from \_, and no lawful claims were presented against (date of the extrajudicial settlement of estate) the above-described certificate of title.

X ----

WHEREFORE, premises considered, it is most respectfully requested of the Honorable Register of Deeds of \_\_\_\_\_\_, that the foregoing encumbrance on the above-mentioned certificate of title be cancelled and rendered without force and effect after the payment of the required fees.

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#### ACKNOWLEDGMENT

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### **REPUBLIC OF THE PHILIPPINES**

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known to me to be the same person(s) who executed the foregoing instrument, and acknowledged that the same is his/her/their free act and voluntary deed.

This instrument consisting of \_\_\_\_\_ (\_\_) pages, including this page upon which this acknowledgment is written, has been signed by the parties and their instrumental witnesses on each and every page and on the space provided for their signature, and relates to \_\_\_\_\_\_ (\_\_\_) parcel/s of land.

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# **REAL ESTATE MORTGAGE**

#### KNOWN ALL MEN BY THESE PRESENTS:

This REAL ESTATE MORTGAGE (REM), made and executed in \_\_\_\_\_, Philippines, by and between:

(State the full name of the mortgagor/borrower if natural person. If juridical entity, state full name and authorized signatory)

MØRTGAGOR/BORROWER,

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ACT SDEE

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(If the mortgagor/borrower has an authorized representative, a Special Power of Attorney/Board Resolution/Secretary's Certificate must be attached as Annex "\_\_\_\_")

- in favor of -

(State the full name of the mortgagor/borrower if natural person. If juridical entity, state full name and authorized signatory)

of legal age, single/married to\_\_\_\_\_, Filipino/doing business within the Philippines, and with residence/principal address at \_\_\_\_\_\_, hereinafter referred to as the \_\_\_\_\_\_\_, (State the complete address)

MORTGAGEE/LENDER,

(If the mortgagee/lender has an authorized representative, a Special Power of Attorney/Board Resolution/Secretary's Certificate must be attached as Annex "\_\_\_\_")

WITNESSETH THAT:

This agreement is entered into by the parties for the purpose of obtaining a loan in the sum of \_\_\_\_\_\_ PESOS (P\_\_\_\_\_), Philippine currency, to be paid by the MORTGAGOR/BORROWER, do hereby convey, by way of MORTGAGE, unto the said MORTGAGEE/LENDER, his/her/their heirs and assigns, that a certain parcel of land, together with all the buildings and improvements thereon, situated in \_\_\_\_\_\_, more particularly described as follows:

TCT NO.

(TECHNICAL DESCRIPTION OF THE PROPERTY - Indicate the Lot No., Block No., Plan No. for Land Properties/Unit Description for Condominium/Parking Units)

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of which real property, the MORTGAGOR is the registered owner in accordance with the provisions of the Presidential Decree No. 1529 (PD 1529) or the Property Registration Decree, as evidenced by Original/Transfer/Condominium (OCT/TCT/CCT) No. \_\_\_\_\_\_, registered at the Register of Deeds of \_\_\_\_\_\_\_, with an area

of \_

SQUARE METERS (\_\_\_\_\_\_ sq. m.);

WHEREAS, the MORTGAGOR/BORROWER shall not dispose or transfer the said parcel of land without the knowledge and consent of the MORTGAGEE/LENDER;

WHEREAS, in the event of default by the MORTGAGOR/BORROWER, the obligation to pay the above-mentioned consideration shall be payable with interest. The failure to pay the principal loan obligation with interest will subject the MORTGAGEE/LENDER to file a Petition for Extrajudicial or Judicial Foreclosure of Mortgage in accordance with the provisions of Act 3135 and/or of the Rules of Court;

PROVIDED, HOWEVER, that if the MORTGAGOR/BORROWER shall pay or cause to be paid to said MORTGAGEE/LENDER, his/her/their heirs or assigns, the sum of \_\_\_\_\_\_\_ PESOS (P\_\_\_\_\_\_), to be paid within a period of \_\_\_\_\_\_\_ (\_\_\_\_) years/months from and after the execution of this REAL ESTATE MORTGAGE, together with the interest thereon at the rate of \_\_\_\_\_\_\_

percent (\_\_\_\_\_%) per annum/month, then this mortgage shall be discharged and of no effect;

OTHERWISE, this REM shall remain in full force and shall be enforceable in the manner provided for by the law.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in \_\_\_\_\_, Philippines.

(Full name and signature of the Mortgagor/Borrower or Authorized Representative)

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Contraction of March 19

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With marital consent:

(Full name and signature of the Mortgagor's/Borrower's Spouse)

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(Full name and signature of the Mortgagee/Lender or Authorized Representative)

(Full name and signature of the the Mortgagee's/Lender's Spouse)

LRAQMS.FRM.2023.010 Revision 0 / 05-26-2023

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	) S.S.	
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known to me to be the same persons who executed the foregoing instrument, and acknowledged that the same is/are his/her/their free act and voluntary deed.

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This instrument consisting of \_\_\_\_\_ (\_\_\_) pages, including wherein this acknowledgment is written, has been signed by the parties and their instrumental witnesses on each and every page and on the space provided for their signature, and relates to \_\_\_\_\_\_ (\_\_\_\_) parcels of land.

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(Note: Consular Notary/Apostille if document was execut	ed and notarized outside the
Philippines should be attached as Annex "";	
Also, attach a copy of the title to be marked as Annex "	)

# SPECIAL POWER OF ATTORNEY

# KNOW ALL MEN BY THESE PRESENTS:

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I/We, \_\_\_\_\_, of legal age, Filipino/s, single/married to \_\_\_\_\_\_, residing at \_\_\_\_\_, do hereby name, constitute, and appoint \_\_\_\_\_\_, of legal age, and resident of \_\_\_\_\_\_, to be my/our true and lawful attorney-

in-fact, for me/us and in my/our name, place and stead, to do and perform the following special powers:

1. To sell, offer for sale, or otherwise dispose my/our real property, covered by Original/Transfer/Condominium Certificate of Title (OCT/TCT/CCT) No.

2. To execute and sign the corresponding deed of sale upon the said real property.

1. To mortgage or procure a loan from any reputable bank involving a real property belonging to me/us located in \_\_\_\_\_\_ and covered by Original/Transfer/Condominium Certificate of Title (OCT/TCT/CCT) No.

or

; and

2. To execute and sign the corresponding loan or mortgage documents using aforesaid real property as a collateral.

HEREBY GIVING AND GRANTING unto my/our said attorney-in-fact full power and authority to do and perform all and every act and thing whatsoever requisite, necessary or proper to be done in and about the premises as fully to all intents and purposes as I might or could do if personally present and acting in person; and

HEREBY RATIFYING AND CONFIRMING all that my/our said attorney-in-fact shall lawfully do and cause to be done and by virtue of these presents.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand on this \_\_\_\_\_ day of \_\_\_\_\_\_.

Principal

Principal

WITH MY MARITAL CONSENT:

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(Spouse of the Principal)

(Spouse of the Principal)

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Attorney-in-	fact SIGNED IN THE PRESENCE OI	F:
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REPUBLIKA NG PILIPINAS
<b>KAGAWARAN NG KATARUNGAN</b>
PANGASIWAAN SA PATALAAN NG LUPAIN
(LAND REGISTRATION AUTHORITY)

Registry of Deeds for \_\_\_\_\_

# INFORMATION REQUEST FORM

EPEB No.\_\_\_\_\_

To be filled up by Requester

Requester's		ast Name, First Name, Middle No	ame)		Date:	
		: (House/Lot/Blk#, Street, Subd./Vi		Mun., Province)	Contact Details: (In case of further queries/co Tel./Mobile No.: E-mail Address:	
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# REPUBLIKA NG PILIPINAS KAGAWARAN NG KATARUNGAN PANGASIWAAN SA PATALAAN NG LUPAIN (LAND REGISTRATION AUTHORITY) Registry of Deeds for \_\_\_\_\_

\_\_\_\_\_

REGISTI	RATION APPLICATION FORM	Linked/Multiple COD Omega
The construction of the second s	No	
To be filled out by Presenter Presenter's Name:	Date:	ROUTE SLIP (For LRA use only)
Presenter's Address:	Contact No.:	Entry     Payment
A the many second	E-mail Address:	
(Applicable for Voluntary Transactions Only) Do you wish to convert the title/s subject of t		🖸 Omega
Dura Dura		Encoding
If no, why?		Return to Entry
Authorized Representative	Signature	Data Correction
To be filled out by Registration Information Off		Start
Documentary Requirements:		Gen. Encoding
Main Document:	Supporting Documents:	TD Encoding
Affidavit	<ul> <li>Affidavit of</li> <li>Approved Subdivision/Consolidation</li> </ul>	Verification
<ul> <li>Certificate of Sale</li> <li>Consolidation of Ownership</li> </ul>	Approved Subdivision/Consolidation Plan	Examination
Court Order	Articles of Incorporation/By-Laws	
Deed of Donation	BIR CAR / Tax Clearance Certificate	Return to Encoding
Deed of Exchange	<ul> <li>Certificate of Finality</li> <li>Clearance from</li> </ul>	Approval
Deed of Extrajudicial Settlement of Estate	Court Order	
Deed of Partition	Documentary Stamp Tax Receipt	Return to Encoding
Deed of Sale	Owner's and all issued Co-Owner's	Return to Entry
Notice of Adverse Claim/Lis Pendens	Duplicate Certificates	Uploading
<ul> <li>Power of Attorney (General/Special)</li> <li>Real Estate/Chattel Mortgage</li> </ul>	<ul> <li>Realty Tax Clearance</li> <li>SEC Registration Certificate</li> </ul>	
Release of Real Estate/Chattel	Secretary's Certificate	Printing
Mortgage	Tax Declaration (Certified Copy)	Releasing
Writ of Execution/Levy	Technical Description	
Written Request (Notarized)	Transfer Tax Receipt	
Others	Others	

Fee Breakdown:	Adda and a second s	Quantity	Unit Fee	Amount
Entry Fee	Main Document			
	Supporting Document(s)			
Registration Fee	Fixed			
	Computed			
	Supporting Document			
	Supporting Document			
Issuance of Title Fee	Per Title			
Annotation Fee	BIR/CAR			
	Carried Over Annotation			
1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1	Per new annotation			
6(13:)	For each subsequent title			
Fee for Additional Page	Per Page	ui.		
Legal Research Fund	Main Document			
660.7	Supporting Document			
•	Supporting Document			
Assurance Fund				
IT Service Fee (payable in ca	sh only)			
TOTAL	Confin Promptoy			