



Republic of the Philippines  
**NORALA**  
**WATER DISTRICT**  
NORALA, SOUTH COTABATO

## **PROCESSING OF RELOCATION APPLICATION**

### **Schedule of Availability of Service**

Monday to Friday excluding Holiday  
8:00 A.M. to 5:00 P.M. without noon break

### **Who may avail of the service?**

Connection for relocation.

### **What are the requirements?**

1. Proof of Lot Ownership (Assessment (Declaration of Real Property)/Title/Deed of Sale/etc;
2. Authorization from the owner (If the applicant is not the owner)

### **Duration**

10 minutes

### **How to avail of the service:**

1. Visit the office;
2. Tell your purpose;
3. Wait to be entertained by the in-charge;
4. Submit your requirements;
5. In-charge to verify record of accounts and status of connection;
6. Signing of Service Application and Construction Order ;
7. Payment to cashier and wait for the issuance of Official Receipt;
8. In-charge will indicate schedule of relocation.

-End of Transaction-

