



## REQUIREMENTS FOR TITLE TRANSFER

1. Present any two (2) of the following unexpired valid ID cards:
  - \*Professional Regulatory Commission (PRC) ID
  - \*Driver's License
  - \*Voter's ID/Voter's Affidavit
  - \*Passport
  - \*SSS/Pag-ibig ID
  - \*Postal ID
  - \*Senior Citizen's ID
  - \*Firearms License ID
2. For married: Birth Certificate and Marriage Contract (NSO Copy)  
For Single : Birth Certificate only
3. Tax Identification Number (TIN)

### **If Buyer is represented by another person:**

1. Original copy of Special Power of Attorney (SPA);  
if executed abroad, must be authenticated or acknowledged  
by the Office of the Philippine Consulate with attached  
copy of passport of the buyer/s.
2. Any two (2) unexpired valid ID cards of Authorized Representative
3. Birth Certificate & Marriage Contract (NSO Copy) of the buyer/s
4. Tax Identification Number (TIN) of the buyer/s

## TO CLAIM TRANSFER CERTIFICATE OF TITLE:

Present two (2) unexpired ID cards

If claiming is through a representative:

- Special Power of Attorney (SPA) or Original Authorization letter  
w/ specimen signature of representative
- Two (2) unexpired valid ID cards of buyer/s and its representative

For customer service:

[customercare@calmarland.com](mailto:customercare@calmarland.com)

Makati: (02) 836-2539 | Batangas: (043) 404 – 8319

Laguna: (049) 536-7609 | Quezon: (042) 373-3001