

**NEW**  
**LTO APPLICATION EVALUATION FORM**  
**FOR PRIVATE SECURITY AGENCY / PRIVATE DETECTIVE AGENCY**

**PSA/PDA/NAME:** \_\_\_\_\_

|           | <b>DOCUMENTARY REQUIREMENTS</b>  | <b>TAB</b> | <b>REMARKS</b> |
|-----------|--|------------|----------------|
| <b>1</b>  | Endorsement with Inspection Report from C, RCSU (Application outside Manila) and Inspection Report from C, EMD (Application based in Manila) | <b>A</b>   |                |
| <b>2</b>  | Notarized LTO Application Form Revised 2020(AL-01)   | <b>B</b>   |                |
| <b>3</b>  | Registration Documents from DTI or SEC (Original/Authenticated Photocopy)  | <b>C</b>   |                |
| <b>4</b>  | College Diploma & TOR (Original/ Authenticated Photocopy)  | <b>D</b>   |                |
| <b>5</b>  | Curriculum Vitae/Resume for Directors/Partners   | <b>E</b>   |                |
| <b>6</b>  | Surety Bond with Official Receipt (Original/ Authenticated Photocopy)  | <b>F</b>   |                |
| <b>7</b>  | Bank Certificate (PHP 500,000.00)  | <b>G</b>   |                |
| <b>8</b>  | Valid SO/SC LESP of the Licensee & Staff (Original/ Authenticated Photocopy)   | <b>H</b>   |                |
| <b>9</b>  | Training Certificate of the Licensee (Security Industry Regulation Seminar (SIRS) by SOSIA (Original/Photocopy Authenticated by STMD, SOSIA) | <b>I</b>   |                |
| <b>10</b> | Photocopy of Proof of Occupancy (Lease of Contract, Certificate of Land Title, etc.) duly Notarized  | <b>J</b>   |                |

\_\_\_\_\_  
**Name & Signature of Evaluator**

**CONFORMED:** \_\_\_\_\_  
**Name & Signature of Licensee/Rep.**

**Date Evaluated:** \_\_\_\_\_

**Cellular Phone No.** \_\_\_\_\_

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Please leave this space for the remarks of C, ALS