



**REQUEST FOR IDENTIFICATION CARD ISSUANCE**

(For Domestic Helpers, Drivers, Association/Condo Corp personnel and Construction Workers Only)

Date of Application: \_\_\_\_\_

I would like to request The Neighborhoods at Anvaya Cove Homeowners' Association, Inc. (NHOAI) Identification Card to \_\_\_\_\_ who is currently under my employ as \_\_\_\_\_ or is under my contractor's employ as \_\_\_\_\_. He/she shall be allowed to enter and leave the premises while he/she is working for me.

He/She has been oriented on the Association Rules and Regulations and has been instructed to abide by these. I shall be responsible for any damage to the Building that may be caused by his/her misbehavior.

**I agree to inform the Administration Office as soon as I terminate his/her service.**

\_\_\_\_\_  
**RESIDENT'S NAME & SIGNATURE**

If construction worker: Contractor \_\_\_\_\_ Construction Supervisor \_\_\_\_\_  
Location/ Address of Unit being constructed \_\_\_\_\_

Last Name		First Name		Middle Name
SSS#			TIN#	
Home Address				
Date of Birth		Place of Birth		Civil Status
Height	Weight	Complexion		Distinguishing Mark
Name of spouse, if married				
Names of references (give at least two)			Address & Telephone Number	
1				
2				
Person(s) to contact in case of emergency			Address & Telephone Number	
1				
2				

**This portion is to be accomplished at the Administration or Security Office**

Right Thumb	Right Index	Right Middle	Right Ring	Right Little	Attach Two Recent (2) 1x1 COLORED PHOTO
Left Thumb	Left Index	Left Middle	Left Ring	Left Little	

Date of ID Release \_\_\_\_\_ Signature \_\_\_\_\_

*Please attach photocopy of valid NBI clearance or Police clearance or Brgy. clearance.*