

## [ LTO MEMORANDUM, May 26, 2008 ]

### **CENTRALIZED MONITORING, EVALUATION OF DOCUMENTS AND SURRENDER OF DILAPIDATED PLATES**

In view of the strict monitoring of all issuances and centralized evaluation of documents of dilapidated plates (DPs) by this Office, you are hereby enjoined to forward all applications for replacement of DPs beginning 02 June 2008 at the LTO-CO Plate Unit and to observe guidelines cited hereinunder:

- 1) All District Offices shall collect corresponding fees/charges for replacement of dilapidated plates and thereafter, may issue permits to use improvised plates, validity of which shall, in any case, not exceed thirty two (32) days from date of release.
- 2) The same offices are required to furnish LTO-CO Plate Unit with the original copies of documents, to wit:
  - a) " Affidavit of dilapidated plates;
  - b) Motor vehicle's dilapidated plate numbers;
  - c) Certified true copy of Certificate of Registration (CR) and Official Receipt (OR).

For strict compliance.

Adopted: 26 May 2008

(SGD.) ALBERTO H. SUANSING  
*Assistant Secretary*



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