



**MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE**

**APPLICATION FORM FOR SOLO PARENTS**

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Civil Status: \_\_\_\_\_ Highest Educational Attainment: \_\_\_\_\_ Religion: \_\_\_\_\_  
 Occupation: \_\_\_\_\_ Monthly Income: \_\_\_\_\_  
 Employer Address: \_\_\_\_\_  
 Total Monthly Family Income: \_\_\_\_\_ Contact No.: \_\_\_\_\_  
 \_\_\_\_\_ Homeowner \_\_\_\_\_ Renter \_\_\_\_\_ Sharer \_\_\_\_\_ Family Extended Unit \_\_\_\_\_ Caretaker  
 Name of Former Spouse/Partner: \_\_\_\_\_ Address (If Known) \_\_\_\_\_

**I. Family Composition:(include family members and other members of the household)**

Name	Age	Relationship	Status	Educational Attainment	Occupation / Grade / Year	Mo.Income / School

**II. Classification/Circumstances of Being a Solo Parent( Ano ang dahilan ng pagiging Solo Parent):**

\_\_\_\_\_  
 \_\_\_\_\_

**III. Needs/Problems of Solo Parents (Pangangailangan/Problema ng Solo Parent):**

\_\_\_\_\_  
 \_\_\_\_\_

**IV. Family Resources (Ano ang pinagmumulan ng kita o sweldo? Hal: trabaho, negosyo at iba pa)**

\_\_\_\_\_

**V. How did you know about Solo Parent Program? Paano/Kanino mo nalaman ang tungkol sa Solo Parent na programa)** \_\_\_\_\_

**VI. Skills/Hobbies (Mga kasanayan/libangan):** \_\_\_\_\_

**VII. Purpose of securing Solo Parent ID (Saan gagamitin ang Solo Parent ID?):** \_\_\_\_\_

\_\_\_\_\_

I hereby certify that the information given above are true and correct. I further understand that any misinterpretation that may have made will subject me to criminal and civil liabilities provided for by existing laws.

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Signature**

**Requirements for SOLO PARENT (SP) Applicants: (FRONT)**

1. Original Barangay Certification that the applicant is a resident of the said barangay for the last six (6) months.
2. Photocopy of appropriate documentation/evidence that applicant is a solo parent (e.g. death certificate of spouse; declaration of nullity of marriage/legal separation; medical certificate and PWD ID of spouse if incapacitated; certification of detention from PNP/BJMP; joint affidavit of 2 disinterested persons for those separated (to be secured from the Municipal Legal Office);
3. Photocopy of latest Income Tax Return (ITR) or any document that will establish income level of SP / Latest Pay Slip (1 month) / Certificate of Employment (COE) with income.
4. Latest photo white background (1x1 -2pcs) & photocopy of Cainta ID / ComElec ID / ComElec Certification
5. Birth Certificate of children (those living with and dependent upon the solo parent for support who are unmarried, unemployed up to 22 years of age, or even over 22 years but are incapable of self-support because of mental and/or physical defect/disability-PWD); PWD ID of child/children
6. Marriage Certificate (married)/Birth Cert. (single)/latest CENOMAR (single)

**NOTE: PLEASE RENEW I.D. EVERY YEAR. READ BACK NOTES.**

**(BACK)**

**PLEASE READ RA11861  
EXPANDED SOLO PARENTS WELFARE ACT**

**CAINTA MSWD OFFICE – 8696-2569 to 70**

**Ms. CRISTY A. SANTIAGO, RSW  
Social Welfare Officer III / FCW Division Head**

**Ms. Anabelle O. Acol & Ms. Heidi Baldovino  
(MSWD Staff)**

**PLEASE COMPLETE ALL REQUIREMENTS  
before submission to MSWD Office**

**(Keep this for annual renewal. Thank you.)**