

## **ABSTRACT**

Village administration services in Wates Village still have some obstacles that must be overcome. For this reason, in making web-based applications for village administration services, it has functionality like recording letter request data and filing requirements, printing proof of letter as a sign if you have made a request and can be used for proof of taking the letter at the village office, see the progress of the letter that has been submitted, provide a reminder to the applicant if the letter has been completed. The method used in the construction of the village administration service web-based application is SDLC with the waterfall model, using the PHP programming language and javascript. Framework used in codeigniter with MySQL database and testing using Black Box Testing. So that it is expected that the village administration services in Wates Village can run efficiently and effectively.

Keywords: Application, Letter, Waterfall, PHP