



Republic of the Philippines
Supreme Court
Office of the Court Administrator
Manila

OCA CIRCULAR NO. 19-2007

To: Executive/Presiding Judges and Clerks of Courts/Accountable Officers of the Regional Trial Courts, Shari'a District Courts, Metropolitan Trial Courts, Municipal Trial Courts in Cities, Municipal Trial Courts, Municipal Circuit Trial Courts and Shari'a Circuit Courts

Subject: Clarification on acceptance of Government/Agency Checks as Payments of Docket/Filing Fees

Pursuant to the guidelines issued by the Court in Administrative Circular No. 35-2004 dated August 14, 2004, that docket filing fees in conformity with Rule 141 of the Rules of Court must be paid in the form of:

1. Cash
2. Cashier's Check
3. Manager's Check

Thus, government offices and other government-owned and controlled corporations (GOCCs) are now requesting exemption from the said rule because there are COC's/OIC'S who refuse to accept the agency checks issued by the concerned offices for payment of filing fees.

You are therefore advised that GOCCs and its instrumentalities are exempt from the said requirements and they can pay thru check provided however that the check must be signed by the duly authorized signatories of the concerned agencies.

The Clerks of Courts/Accountable Officers must ensure that the following are present otherwise the same must be dishonored:

1. date check issued
2. complete signatories of the check
3. amount in words should tally with the amount in figures

Strict compliance is hereby enjoined.

February 21, 2007.


CHRISTOPHER O. LOCK
Court Administrator