SC CIRCULAR NO. 34-94, May 30, 1994

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OFFICE OF THE COURT ADMINISTRATOR

TO :

JUDGES OF THE REGIONAL TRIAL COURTS, METROPOLITAN TRIAL COURTS AND MUNICIPAL TRIAL COURTS IN CITIES

SUBJECT:

SUBMISSION OF CERTIFICATE AT THE END OF EVERY MONTH TO SUPPORT CLAIM FOR REIMBURSEMENT OF EXTRA-ORDINARY AND MISCELLANEOUS EXPENSES

Effective June 30, 1994, payment of your monthly extraordinary and miscellaneous expenses will require submission of your certification phrased as follows:

C E R T I F I C A T I O N

I certify under oath that the amount being claimed for the period_____ was spent for the purpose indicated in the pertinent provision of the General Appropriation Act in connection with the performance of official duties.

_____

(Signature)

___Judge_____

(Printed Name)

_____

(Station)

The form shall be duly accomplished by you and submitted to the Finance Division.

The certification of the Executive Judge shall no Longer be required.

For comp1iance.

May 30, 1994.

(SGD.) ERNANI CRUZ PANO

Court Administrator

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