

OCA CIRCULAR NO. 21-2003, February 03, 2003

OCA CIRCULAR NO. 21-2003, February 03, 2003

Read online (full-text search, related cases, audio case brief): <https://batas.org/library/e1ec38673aa4/>

TO:

ALL CLERKS OF COURT AND BRANCH CLERKS OF COURT

SUBJECT:

DOCKET FEES IN ESTAFA CASES

Sec. 20 (a) of Rule 141 of the Revised Rules of Court provides for the collection of appropriate docket fees in estafa cases, thus:

SEC. 20. Other fees.— The following fees shall be collected by the clerks of Regional Trial Courts or courts of the first level, as the case may be:

(a) In estafa cases where the offended party fails to manifest within fifteen (15) days following the filing of the information that the civil liability arising from the crime has been or would be separately prosecuted:

Less than P100,000.00 -----	P 500.00
P100,000.00 or more but less than P150,000.00 -----	800.00
3. P150,000.00 or more but less than P200,000.00 -----	1,000.00
4. P200,000.00 or more but less than P250,000.00 -----	1,500.00
5. P250,000.00 or more but less than P300,000.00 -----	1,750.00
6. P300,000.00 or more but less than P350,000.00 -----	2,000.00
7. P350,000.00 or more but no more than P400,000.00 -----	2,250.00
8. For each P1,000.00 in excess of P400,000.00 -----	10.00

To enable the Clerk of Court to collect the above-mentioned fees, the following guidelines shall be observed, thus::

- In multiple sala stations, the Branch Clerk of Court must inform the Clerk of Court within fifteen (15) days from receipt of the records of the case whether or not the civil aspect of the estafa case has been instituted in the criminal case.

- The Clerk of Court must send a notice, together with the assessment of the fees to be paid, to the private complainant's within five (5) days from receipt of the information from the Branch Clerk of Court of the

institution of the civil aspect in the criminal case, requiring the private complainant/s to pay the appropriate docket fees within three (3) days from receipt of notice.

- The Clerk of Court must immediately inform the Branch Clerk of Court of the fact of payment or non-payment, as the case may be, of the appropriate docket fees.

- Should the private complainant/s fail to pay the appropriate docket fees within the given period, the matter must be submitted to the court concerned for its consideration and appropriate action.

- In single sala stations, the Clerk of Court must immediately collect the appropriate docket fees upon submission of the manifestation by the private complainant/s of the institution of the civil aspect of the estafa case in the criminal case.

For strict compliance.

February 03, 2003. Untitled Document

PRESBITERO J. VELASCO, JR.

Court Administrator

ABOUT BATAS.ORG

Study smarter at BATAS.org

The Philippine bar review and law-school companion built around how your brain actually remembers.

The complete Philippine law library - free for everyone.

More than 100,000 Supreme Court decisions, Republic Acts, and executive issuances - full-text searchable, browsable by category and year, and always free. No paywall, no login. This PDF came from it.

Audio case-brief lectures.

Any decision becomes a podcast-style lecture - facts, issues, ruling, and doctrine - with read-along highlighting and a hands-free presentation mode. Study while commuting, working out, or resting your eyes.

Bar review built on the science of memory.

Complete, sequenced courses for all eight bar subjects, narrated like podcasts and reinforced with retrieval practice and spaced review - the study techniques with the strongest evidence behind them.

The full law-school curriculum.

One subscription unlocks the entire J.D. curriculum - every subject, every lesson, with your progress tracked down to the paragraph so you can pick up exactly where you left off, on any device.

Mock exams that tell you where you stand.

Timed multiple-choice exams graded instantly, with per-subject score breakdowns and focus suggestions that point you at your weakest topics first.

A study planner that keeps you on pace.

Set your schedule and BATAS tells you every day whether you are on track for bar day - and exactly which lesson to take next.

Start free at <https://batas.org>

The law library is free forever - and your first lesson is one click away.

The text of this document is an official public record and remains in the public domain. Formatting, presentation, and compilation © 2026 batas.org.

Downloaded free from the batas.org Law Library. Share it freely - the library is free for every law student, bar reviewee, and practitioner.