BALANCE PAYMENT FOR CONVERSION FEE

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In the interest of public service and due to the clamor of individual and cooperative applicants whose balance payment for Conversion Fee has not been paid due to the installment payment scheme under Memorandum Circular 2007-007 dated February 13, 2007, the Board hereby amends in part par. 3 of Memorandum Circular 2010-024 dated May 14, 2010, subject: GUIDELINES FOR CONVERSION TO UV EXPRESS SERVICE providing that “All unclaimed decisions with no proof of full payment of conversion fee shall be recalled after June 30, 2010.

The following Applicants shall be allowed full payment of the remaining balance of their Conversion fee provided that they should claim their approved Decisions:

- Those with approved Decisions and are due for its release at the Management Information Division (MID);
- Those applications that were dismissed but whose Motion for Reconsideration was GRANTED;
- Those that have been calendared for hearing and the cases were favorably submitted for resolution.

Applicants who have paid the filing fee only are not included.

It is hereby reiterated that non-payment of the full amount of conversion fee shall no longer be allowed confirmation of their units.

This Memorandum Circular supersedes any and all issuances inconsistent herewith, and takes effect immediately following the filing of three (3) copies hereof with the UP Law Center, pursuant to Presidential Memorandum Circular No. 11, dated 09 October 1992.

SO ORDERED.

Adopted: 17 January 2011

(SGD.) ATTY. NELSON B. LALUCES

Chairman

(SGD.) ENGR. SAMUEL JULIUS B. GARCIA

(SGD.) ATTY. MANUEL M. IWAY

Board Member

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