



Republic of the Philippines
Department of Finance

CENTRAL BOARD OF ASSESSMENT APPEALS

7F EDPC Bldg., BSP Complex, Roxas Blvd., Manila
Tel. (02)525-14-11 email:contact@cbaa.gov.ph



BOARD RESOLUTION 01-2017

WHEREAS, there is a necessity to inform all of the Local Boards of Assessment Appeals (LBAAs) and parties concerned at the Visayas and Mindanao areas regarding proper procedures and forms to be used with regard to payment of docket fees;

WHEREAS COA Circular No. 2015—007 dated October 22, 2015 was issued for the purpose of "Prescribing the Government Accounting Manual for Use of all National Government Offices (GAM);

WHEREAS, the GAM Volume I, Chapter 5, Secs. 3 and 4 identify, define and prescribe the accrual and recording of Revenues and Receipts to the General Fund (Sec. 3) and/or Special, Fiduciary and Trust Funds (Sec. 4);

WHEREAS, the GAM Volume I, Chapter 5, Section 40 on "Detailed Procedures for Collections and Deposits through the Collecting Officer prescribes the detailed procedures for the purposes embodied therein;

WHEREFORE, be it RESOLVED, as it is hereby RESOLVED:

1. THAT, in order to accomplish the foregoing purpose, the filing/docket fee and the Legal Research Fund (LRF) can be paid by the parties by way of a deposit directly to the Land Bank of the Philippines on the Bureau of Treasury's account¹ and the U.P. Law Center's account², respectively;

¹ Annex A – Sample LBP Deposit Slip with BTR Acct. No. 3402-2422-39

² Annex B – Sample LBP Deposit Slip with UP Law Center Acct. No. 146-1092736

2. THAT the submission of said deposit slips shall be officially acknowledged by the field offices where the appeal has been filed, and the date of the payment will be the date it was deposited;

3. THAT the Official Receipt will be issued and the docket number will be assigned as soon as the said deposit slips are received by the CBAA head office in Manila;

4. THAT, the Board may hereafter, issue such Resolutions/Rulings/Amendments and/or clarification as may be deemed necessary.

RESOLVED and APPROVED during meeting of the Board on the Board on this 6th day of June 2017, here at the Main Office of the Central Board of Assessment Appeals, 7th Floor, EDPC Bldg., BSP Complex, Roxas Blvd., Manila.



MANUEL D.J. SIAYNGCO

Chairperson




ROBERTO D. GEOTINA

Member


THELMA A. MARIANO
Member

ONCOLL PAYMENT SLIP

This is your receipt when machine validated

 LAND BANK OF THE PHILIPPINES ONCOLL PAYMENT SLIP		Date
Please check the appropriate mode of payment.		
<input type="checkbox"/> Cash	<input type="checkbox"/> Check	<input type="checkbox"/> Debit from Account
MERCHANT/AGENCY DEPOSIT ACCOUNT NUMBER 3 4 0 2 2 4 2 2 3 9		MERCHANT/AGENCY NAME BUREAU OF TREASURY
Reference Number 1 CBAA		Printed Name and Signature of Payor/Depositor/Representative
Reference Number 2 D1872		Teller's Validation
Reference Number 3 (Numeric)		
Amount	ACCOUNT NUMBER	AUTHORIZED SIGNATURE
Posted By	Approved By	Checked By

CASH DEPOSIT SLIP

CASH DEPOSIT SLIP		 LANDBANK	
For transaction amounting to more than ₱500,000.00 please indicate source of fund.		ACCOUNT NAME	DATE
		UPD-INCOME A/C - LRF	
		ACCOUNT NUMBER	BRANCH OF ACCOUNT (for interbranch deposit)
		1 4 6 1 0 9 2 7 3 6	
		Check one (1) applicable box below. Please use separate deposit slip for each type of currency.	
		<input type="checkbox"/> PESO <input type="checkbox"/> JPY <input type="checkbox"/> Others: _____ <input type="checkbox"/> EURO <input type="checkbox"/> US \$	
DEPOSITOR/REPRESENTATIVE (Signature Over Printed Name)	TOTAL DEPOSIT (in words) _____		
CONTACT NUMBER:	(in figures) _____		
Teller's Validation	Please accomplish details of deposit at the back.		
THIS DEPOSIT IS SUBJECT TO THE TERMS AND CONDITIONS COVERING THIS ACCOUNT.			