

LRA CIRCULAR No. 02 - 2021

SUBJECT: ISSUANCE OF LRA PAYMENT ACKNOWLEDGEMENT RECEIPTS IN RELATION TO THE LRA ESERBISYO PORTAL

WHEREAS, the Land Registration Authority ("LRA") is a government agency under the Department of Justice mandated by law to preserve the integrity of the land registration process, protect the sanctity of the Torrens System, and act as a central repository of records relative to original registration of land titled under the Torrens System, including subdivision and consolidation plans of titled lands and, through its Registry of Deeds ("RD") Offices nationwide, be the repository of records of instruments affecting registered and unregistered lands and chattel mortgages in the province and the city wherein such office is situated;

WHEREAS, to support its mandate, LRA has substantially implemented in its Registries of Deeds nationwide the Land Titling Computerization Project ("LTCP") which seeks, among others, to maintain online information on titles that is current, complete, and accurate; maintain the security and integrity of records by safeguarding these from tampering or destruction and deter substitution or insertion of questionable data; ensure the integrity of the land titling registration system by moving from a largely paper-based to a largely paperless system; protect titles from loss due to fire, theft, natural disasters and the normal ravages of time; and, implement more reliable and predictable land registration procedures;

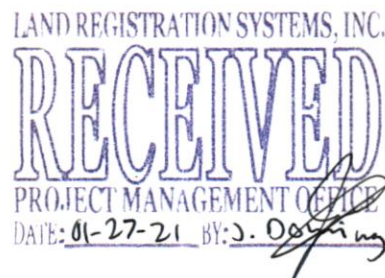
WHEREAS, to make LRA services more accessible and available to the public, LRA developed the eSerbisyo Portal through the LTCP to allow its Clients to lodge request for Certified True Copy ("CTC") titles through the internet;

WHEREAS, the eSerbisyo Portal allows LRA Clients to make electronic payments in relation to their requests, through the approved Electronic Payment Platforms;

WHEREAS, there is a need for LRA to acknowledge receipt of payment from Clients, as a temporary replacement for the Official Receipt, which shall be sent by LRA to the Client along with the printed CTC Output after the processing of the request;

WHEREFORE, in consideration of the foregoing premises, the LRA shall issue a system-generated LRA eSerbisyo Portal Payment Acknowledgement Receipt (the "PAR") for payments received through the Electronic Payment Platforms for services requested in the the LRA eSerbisyo Portal, as follows:

1. The PAR shall not require a manually-affixed signature;
2. The PAR shall contain the following Transaction Details:
 - a. eSerbisyo Reference Number;
 - b. Request Date and Time;
 - c. LRA eSerbisyo User Account; and,
 - d. Requester Name.



CERTIFIED TRUE COPY:

[Signature]
NORILYN T. TOMAS
Chief, Central Records Section

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3. The PAR shall contain the following Payment Details:

- a. Assessment Reference Number;
- b. Payment Date and Time;
- c. Payment Option Used;
- d. Payment Breakdown:
 - 1) Transaction Type;
 - 2) LRA Fees;
 - 3) IT Service Fees (VAT Inclusive); and
 - 4) Total Transaction Fees.

4. The PAR shall be uniquely numbered;

5. A sample of the PAR is provided herewith as Annex "A".

This Circular shall take effect after fifteen (15) days from its publication in a newspaper of general circulation, and the filing of three (3) copies hereof with the University of the Philippines Law Center.

All orders, guidelines, circulars, rules and regulations inconsistent with this are hereby repealed or amended accordingly.

Issued JAN 20 2021, 2021, Quezon City, Philippines.


RENATO D. BERMEJO
Administrator

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NORILYN T. TOMAS
Chief, Central Records Section

Annex "A"

Sample Payment Acknowledgement Receipt

Land Titling Computerization Project
LRA eSerbisyo Portal
PAYMENT ACKNOWLEDGEMENT RECEIPT
LTCP Form Number 0106

1. Transaction Details

- a. eSerbisyo Reference Number: <eSP transaction reference number>
- b. Request Date and Time: <Transaction request date and time>
- c. LRA eSerbisyo User Account: <eSP user account used for the transaction>
- d. Requester Name: <Name of the eSP user account>

2. Payment Details

- a. Assessment Reference Number: <eSP TRN>-<assessment number>
(where Assessment number = "001" if first assessment, "002" if first reassessment, and so on)
- b. Payment Date and Time: <Date and time of payment>
- c. Payment Option Used: <Payment partner used>
- d. Payment Breakdown: See table below

PAYMENT BREAKDOWN

Transaction Type	LRA Fees	IT Service Fees (VAT Inclusive)	Total Transaction Fees
Certified True Copy	180.00	700.00	880.00
Total Amount Paid	180.00	700.00	880.00

This is a system-generated Payment Acknowledgement Receipt, and does not require a manually-affixed signature.