

INTEGRATED BAR OF THE PHILIPPINES  
Negros Oriental Chapter  
Dumaguete City

**RESOLUTION NO. 2013-04**

WHEREAS, in 2002, the Board of Directors of the IBP-Negros Oriental Chapter, through Board Resolution No. 7-2002, recommended to its members minimum rates for professional services;

WHEREAS, considering the length of time that has passed since 2002, the rates recommended therein are no longer apt to present day conditions and need to be updated to sustain the purpose of said resolution;

NOW, THEREFORE, this 11<sup>th</sup> day of November 2013, on mass motion, the Board Resolves, as it is hereby Resolved, to enjoin all its Chapter members to observe the following minimum rates:

**RECOMMENDED MINIMUM RATES  
FOR PROFESSIONAL SERVICES**

**CONSULTATION AND RETAINERSHIP**

Plain Consultation	P1,000.00 for up to 1 hour and an additional P500.00 for a fraction of 1 hour thereafter
Consultation with Written Advice	P2,500.00
Preparation of Attorneys Letter	P2,500.00
Retainer Agreement	P3,000.00/month

**DOCUMENTATION AND NOTARIAL FEES**

Subscribing of Simple Affidavits	P200.00
Preparation and Subscribing of Simple Affidavits	P500.00
Authentication of Documents	P500.00
Preparation and Acknowledgment of SPA	P1,000.00
Preparation and/or Notarization of Deeds of Conveyances	P2,000.00 minimum or 3% of FMV or consideration whichever is higher
Preparation of Judicial Affidavit	P2,500.00

**CORPORATION/PARTNERSHIP**

Preparation and Registration of Articles Incorporation or Partnership	P50,000.00 (excluding filing fees and expenses)
Appointment as Corporate Secretary	P2,500.00/ month

**ACCEPTANCE FEES**

**Proceedings Before the Office of the Prosecutor**

PRELIMINARY INVESTIGATION If representing Respondent	P20,000.00 Plus 50% of the applicable Acceptance Fee if case is dismissed.
---	---

**Civil and Criminal Cases/Special and Other Proceedings**

*Original Cases*

MTC/MCTC/MTCC	P50,000.00
RTC	P60,000.00
COURT OF APPEALS	P70,000.00
SANDIGANBAYAN	P100,000.00
SUPREME COURT	P100,000.00

*Appealed Cases*

MTC/MCTC/MTCC to RTC	P50,000.00
RTC to CA	P70,000.00
CA/SANDIGANBAYAN to SC	P100,000.00

**Labor Cases**

Management (if Complainant)	P50,000.00
Management (if Respondent)	P30,000.00 plus 10% of money claim as Success Fee
Labor	P10,000.00 plus 10% of money claim as Success Fee

**Election Cases**

LOCAL	P100,000.00
COMELEC Main	P250,000.00

**Administrative Cases**

QUASI JUDICIAL AGENCIES	P50,000.00
-------------------------	------------

**APPEARANCE FEES**

MTC/MTCC/MCTC/RTC	P2,000.00 (within Dumaguete) P3,000.00 (outside Dumaguete but w/in the Province) plus expenses P5,000.00 (outside of Province but within Region) plus expenses P10,000.00 (outside of Region) plus expenses
SANDIGANBAYAN	P15,000.00 plus expenses
SUPREME COURT	P15,000.00 plus expenses
COMELEC MAIN	P15,000.00 plus expenses
OMBUDSMAN	P10,000.00 plus expenses
OFFICE OF THE REGIONAL STATE PROSECUTOR	P5,000.00 plus expenses
OFFICE OF THE NATIONAL STATE PROSECUTOR	P10,000.00 plus expenses
ADMINISTRATIVE AGENCIES	P2,000.00 (Local) plus expenses P5,000.00 (Regional) plus expenses P10,000.00 (National) plus expenses

**SPECIAL CASES/NEGOTIATIONS**

CBA Negotiations	P100,000.00
Processing of Titles	P25,000.00 excluding expenses

\* The above schedule of professional fees is exclusive of expenses such as: filing fees, transportation, accommodation, etc., which shall be borne by the litigants.

Approved by IBP Officers and Board of Directors, November 11, 2013.