

Republic of the Philippines  
Province of Iloilo  
Municipality of Tigbauan  
Office of the Sangguniang Bayan  
Tigbauan Municipal Hall, Tigbauan, Iloilo 5021 Philippines  
(033) 511-8532 [sbtigbauan@yahoo.com](mailto:sbtigbauan@yahoo.com)



EXCERPT FROM THE MINUTES OF THE 11<sup>TH</sup> REGULAR SESSION OF THE HONORABLE SANGGUNIANG BAYAN, TIGBAUAN, ILOILO HELD AT THE S.B. SESSION HALL, TIGBAUAN MUNICIPAL BUILDING ON MARCH 17, 2021 AT 10:00 O'CLOCK IN THE MORNING

**PRESENT:**

HON. VIRGILIO T. TERUEL,	- Vice Mayor & Presiding Officer
HON. NERI T. CAMIÑA	- S.B. Member
HON. MARLON R. TERUÑEZ	- S.B. Member
HON. SUZETTE MARIE HILADO-BANNO	- S.B. Member
HON. REYNALDO E. TUMABOTABO	- S.B. Member
HON. JULIUS T. LEDESMA	- S.B. Member
HON. MA. GERRYLIN SANTUYO-CAMPOSAGRADO	- S.B. Member
HON. NORBERTO T. TURALBA	- S.B. Member
HON. JERRY T. TUARES	- Liga President
HON. DYOSSA MARIE T. TERUÑEZ	- SKMF President

**ABSENT:**

HON. DENNIS T. VALENCIA - S.B. Member (*Special Privilege Leave.*)

**Municipal Ordinance No. 2021-002**

AN ORDINANCE AMENDING ARTICLE B (LOCAL CIVIL REGISTRY FEES) OF THE 2019 REVISED REVENUE CODE OF THE MUNICIPALITY OF TIGBAUAN, PROVINCE OF ILOILO.

Introduced : Administration Measure  
Authors : HON. DENNIS T. VALENCIA  
              HON. MA. GERRYLIN SANTUYO-CAMPOSAGRADO  
Sponsored by : Committee on Appropriations, Budget, Finance and Accounts  
                  Chairman : Hon. Dennis T. Valencia  
                  Vice Chairman: Hon. Ma. Gerrylin Santuyo-Camposagrado  
                  Members : Hon. Suzette Marie Hilado-Banno  
                                  Hon. Jerry T. Tuares  
                                  Hon. Norberto T. Turalba  
Seconded by : by Hon. Neri T. Camiña, Hon. Marlon R. Teruñez, Hon. Suzette Marie Hilado-Banno, Hon. Reynaldo E. Tumabotabo, Hon. Julius T. Ledesma, Hon. Norberto Turalba, Hon. Jerry T. Tuares and Hon. Dyossa Marie T. Teruñez;

BE IT ORDAINED BY THE SANGGUNIANG BAYAN THAT:

There shall be amendments/corrections on Article B of the above quoted Code, to conform to existing laws, to wit:

**Article B. Local Civil Registry Fees**

**Section 4B.01.Imposition of Fees.** There shall be collected for services rendered by the Municipal Civil Registrar of this Municipality the following fees:

	Amount of Fee
(a) Marriage Fees	
1. Application for marriage license	

1.a) For application where applicants are residents of the municipality	250.00
1.b) For application where one of the applicants is non-resident	350.00
1.c) For application where one of the applicants is a foreigner	550.00
2. Marriage license fee	50.00
3. Service Fee	75.00
4. Pre-Marriage counseling (Family Planning)	300.00
5. Affidavit Fee (Article 34)	300.00
6. Parental consent/advice	
7. Parental Consent/Advice (out-of-town)	100.00
8. Witness' Fee	50.00
(b) Solemnization fee	500.00
(c) Documentation fee for illegitimate children to use surname of father (AUSF)	300.00
(d) Certified Xerox/Transcription copy of all civil registry documents	100.00
(e) For the registration of documents and certified copies of documents on file in the Office of the Local Civil Registrar	
1. Legitimation	300.00
2. Adoption	600.00
3. Annulment	600.00
4. Legal separation or divorce	600.00
5. Naturalization	600.00
6. Late registration of all vital events (B,M,D)( <b>Repealed</b> )	250.00
7.Other legal documentation for record purposes	600.00

*[According to the Implementing Rules and Regulations of Republic Act No. 9048 and 10172, allowing the correction of clerical or typographical errors and change of first name or nickname without the need of a judicial order, the Municipal Civil Registrar is authorized to collect from every petitioner the following rates of filing fees:*

*Change of First Name P 3,000.00 (P1,000.00 service fee for migrant petitioner)  
Correction of Clerical Error (RA 9048) P 1,000.00 (P500.00 service fee for migrant petitioner)  
Correction of Clerical Error (RA 10172) P 3,000.00 (P1,000.00 service fee for migrant petitioner)  
Under R.A.10172 (Correction of Gender and Date of Birth)*

*It would seem, therefore, that the adjustment of rates for the registration of the civil status of persons, e.g., legitimation, adoption, annulment of marriage, divorce/legal separation, and naturalization, to rates along those authorized for change of name would be justified.]*

	Amount of fee
(f) Burial Fees	
1. Burial Permit Fee	150.00
2. Fee for exhumation of cadaver	300.00
3. Transfer of cadaver outside the municipality	150.00
4. Transfer of remains, bones, ashes to other countries and vice versa	150.00

**Section 4B.02.Exemptions.** The fee imposed in this Article shall not be collected in the following cases:

1. Issuance of certified copies of documents for official use at the request of a competent court or other government agency, except those copies required by courts at the request of litigants, in which case the fee should be collected.
2. Issuance of birth certificates of children reaching school age when such certificates are required for admission to the primary grades in a public school.
3. Burial permit of a pauper, per recommendation of the Municipal Mayor.

- 4. No fees shall be collected for registration of births and deaths
- 5. Solemnization Fees and other incidental fees during Mass Wedding maybe waived through a Resolution passed by the Sangguniang Bayan.

**Section 4B.03.Time of Payment.** The fees shall be paid to the Municipal Treasurer before issuance of the permit, license or certified copy of local registry records or documents.

**Section 4B.04.Imposing Administrative Fees.** For delayed declaration of births, death and marriage and providing fees thereof, there shall be imposed for delayed declaration of births, deaths, and marriage an administrative fine in the amount of Two Hundred Fifty Pesos (P 250.00) **(Repealed)**

**Section 4B.05.Declaration of Births, Deaths and Marriage.** All declaration of births, deaths and marriage shall be registered and recorded in accordance with the Civil Registry Law, otherwise known as Act. No. 3753.

**Section 4B.06.Place of Payment.** It shall be the duty of the Municipal Treasurer to receive and collect administrative fine as provided for in this ordinance. **(Repealed)**


**SECTION 5. SEPARABILITY CLAUSE.** In the event that any provision herewith be declared unconstitutional and unlawful, the invalidity of one or more provisions shall not affect the validity of the provisions thereof.

**SECTION 6. REPEALING CLAUSE.** All ordinances or parts thereof, in conflict with, or inconsistent with any provisions of this ordinance are hereby repealed, amended or modified accordingly.

**SECTION 7. EFFECTIVITY.** This Ordinance shall take effect 10 days after mandatory posting in at least three (3) conspicuous places in the municipality.

**ENACTED.** March 17, 2021.

**CERTIFIED CORRECT:**

  
**MARLENE TAYO-NAVA**  
S.B. Secretary

**ATTESTED:**

  
**ATTY. VIRGILIO T. TERUEL**  
Vice Mayor & Presiding Officer

**APPROVED:**

**ATTY. SUZETTE T. ALQUISADA**  
Municipal Mayor  
  
(Date signed)

HON. VIRGILIO T. TERUEL, LAWYER  
Municipal Vice Mayor

Sangguniang Bayan Members:

Hon. Dennis T. Valencia	Hon. Suzette Marie Hilado-Banno, M.D.	Hon. Ma. Gerrylin Santuyo-Camposagrado, LLB,MPA
Hon. Neri T. Camiña	Hon. Reynaldo E. Tumabotabo	Hon. Norberto T. Turalba
Hon. Marlon R. Teruñez	Hon. Julius T. Ledesma, O.D.	Hon. Jerry T. Tuares, (LnB-Pres.)- Civil Engineer
		Hon. Dyossa Marie Teruñez (SKMF-Pres.)

*"Public office is a public trust. Public Officials must at all times be accountable to the people."*