

IN THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF PUERTO RICO



**NOTICE FROM THE CLERK
NO. 04-35**

CLERK'S OFFICE POLICY CONCERNING RETURNED CHECKS AND APPLICABLE FEES

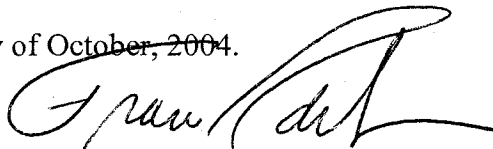
(Superseding Notices No. 97-20 and 01-01)

Personal checks are accepted by the Clerk of Court subject to collection. Pursuant to the Judicial Conference Schedule of Fees, 28 U.S.C. § 1914(b), as amended by the Federal Courts Improvement Act of 2003, P.L. 106-518, effective November 1, 2003, a fee of \$45.00 is due to the Clerk of Court for any check returned unpaid. It is the policy of the Clerk of Court, that:

1. No personal checks will be accepted from a law firm, lawyer, or any other party or individual, if a check has been returned unpaid, unless a letter is received from the bank or financial institution stating that the check was returned by mistake.
2. The name of the law firm, lawyer, or any other party or individual identified as having issued a check to the Clerk of Court which has been returned unpaid will be listed at the Cashier.
3. Checks returned unpaid must be replaced by an official Manager's Check, Money Order, or Certified Check, payable to "Clerk U.S. District Court," or Cash. Substitute payments will be accepted only upon payment of the applicable fee of \$45.00.

Please note that Local Rule 67(d), gives notice of the Clerk's Office policy concerning acceptance of personal checks. Accordingly, the Clerk's Office accepts personal checks up to the amount of \$1,000 from those payers not included on the Court's list of payers having issued a check with insufficient funds. However, payments in excess of \$1,000 shall only be accepted by the Cashier if made in cash, or by an official Manager's Check, Money Order, or Certified Check, payable to "Clerk U.S. District Court."

In San Juan, Puerto Rico, this 18th day of October, 2004.


FRANCES RIOS DE MORAN, ESQ.
CLERK OF COURT

c U.S. Attorney's Office
Federal Public Defender's Office
U.S. Probation Office
U.S. Pretrial Services Office
Colegio de Abogados de Puerto Rico
Federal Bar Association