REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE
Quezon City

August 17, 2015

REVENUE MEMORANDUM CIRCULAR No. 46-2015

SUBJECT : Loss of Several Accountable Forms

TO : All Internal Revenue Officials, Employees and Others Concerned

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Notice is hereby given of the loss of the accountable forms hereunder listed together with other pertinent information, to wit:

Accountable Form	Serial Number	Missing Copy/Set
BIR Form No. 2524 (Revenue Official Receipt)	ROR201300208105-ROR201300208149	45 sets (used/filled up)
BIR Form No. 2524 (Revenue Official Receipt)	ROR201300208150-ROR201300209000	851 sets (unissued/unused)
BIR Form No. 2524 (Revenue Official Receipt)	ROR201300204440-ROR201300204529	90 sets (used/filled up)
BIR Form No. 2524 (Revenue Official Receipt)	ROR201300204530-ROR201300204600	71 sets (unissued/unused)
BIR Form No. 0535 (Taxpayer Information Sheet)	TIS201100157714-TIS201100157750	37 sets (unused)

The loss of the said accountable forms was reported by Ms. Robena C. Nicolas, Revenue Collection Officer, Revenue District Office No. 89, Revenue Region No. 14, Government Center, Candahug, Palo, Leyte. Consequently, the same accountable forms have been cancelled and all official transactions involving the use thereof are considered as INVALID.

Internal Revenue Officials, employees and others concerned are requested to promptly notify this Office in the event that the aforesaid forms are found and to take the necessary measures to prevent the improper or fraudulent disposition or use of the same.

BUREAU OF INTERNAL REVENUE
RECORDS MGT. DIVISION
AUG 26 2015
RECEIVED

Celia C. King
CELIA C. KING
Deputy Commissioner
Resource Management Group
15-11-25-1160

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BUREAU OF INTERNAL REVENUE
INTERNAL COMMUNICATIONS DIVISION
AUG 27 2015
RECEIVED