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

BUREAU OF INTERNAL REVENUE
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JUN 14 2024
RECORDS ... DIVISION
JUN 14 2024

REVENUE MEMORANDUM CIRCULAR NO. 66-2024

SUBJECT : Submission of Inventory Report and Notice in Compliance with Transitory Provisions of Revenue Regulations No. 7-2024

TO : All Business Taxpayers, Internal Revenue Officials, Employees and Others Concerned

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Relative to the implementation of the transitory provisions of Revenue Regulations (RR) No. 7-2024, as amended, taxpayers can convert unused Official Receipts/Billing Statement/Statement of Account/Statement of Charges into Invoices/Billing Invoices. Additionally, they are required to submit Inventory Report related to these conversions **on or before July 31, 2024**; and Notice on the renaming of Official Receipt/Billing Statement/Statement of Account/Statement of Charges **within thirty (30) days from the completion** of machine/system reconfiguration/ enhancement or on December 31, 2024, whichever comes first.

To streamline the process of report submission, taxpayers shall have the option to submit their Inventory Report and/or Notice being required under RR No. 7-2024 electronically : a) via email through **Taxpayer Registration-Related Applications (TRRA) Portal** which is accessible in the BIR Website under the eServices section (refer to Annex A for the User Guide); or b) via **direct email** of the Inventory Report and Notice to the Compliance Section of the Revenue District Office (RDO) – refer to Annex B for the List of Email Address of RDO's Compliance Section.

Taxpayers without email or internet access may still manually submit their Inventory Report and Notice to the Compliance Section of the RDO where the concerned Head Office or Branch is registered.

All concerned are hereby enjoined to be guided accordingly and give this Circular as wide a publicity as possible.

ROMEO D. LUMAGUI, JR.
Commissioner of Internal Revenue

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