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

August 6, 2018

REVENUE MEMORANDUM CIRCULAR No. 67-2018

SUBJECT : Lost Twelve (12) Sets of Unused BIR Form No. 0535 – Taxpayer Information Sheet

TO : All Internal Revenue Officials, Employees and Others Concerned

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Notice is hereby given of the loss of twelve (12) sets of unused BIR Form No. 0535 – Taxpayer Information Sheet, bearing the following serial numbers:

Serial Number	No. of Sets	Accountable Officer
TIS201400256011	1 Set	Ms. Ellen P. Galendez
TIS201400262860-TIS201400262870	11 Sets	Ms. Mariceline C. Daba

The abovementioned forms were reported as lost by Ms. Ellen P. Galendez, formerly assigned as Revenue Officer I-Assessment and Ms. Mariceline C. Daba, Revenue Officer IV-Assessment, both from Revenue District Office No. 98, Revenue Region No. 16, Cagayan de Oro City and have consequently been cancelled. All official transactions involving the use of said forms are therefore 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
RECEIVED
AUG 10 2018
RECORDS MGT. DIVISION

Celia C. King
CELIA C. KING
Deputy Commissioner
Resource Management Group

BUREAU OF INTERNAL REVENUE
COMMUNICATIONS DIVISION
RECEIVED
AUG 10 2018

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