

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

Quezon City

December 17, 2007

REVENUE MEMORANDUM CIRCULAR No. 4-2008

SUBJECT : Accountable forms destroyed during a fire

TO : All Internal Revenue Officials, Employees and Others Concerned

Notice is hereby given of the accountable forms listed hereunder together with its corresponding serial numbers, which were destroyed in a fire at the house of Ms. Ma. Paz M. Arlique, located at Barangay Central, San Francisco, Southern Leyte, to wit:

Accountable Form	Serial Number	Missing Copy/Set
BIR Form No. 2524 (Rev. Official Receipt)	ROR200701041335- ROR200701041414	Quadruplicate to Quintuplicate copies from 80 sets (issued)
BIR Form No. 2524 (Rev. Official Receipt)	ROR200701041415- ROR200701041450	35 sets (unissued)
BIR Form No. AF51 (Official Receipt)	ACF200200398415- ACF200200398450	36 sets (unissued)
BIR Form No. 2524 (Rev. Official Receipt)	ROR200701040862- ROR200701040893	Quadruplicate to Quintuplicate copies from 32 sets (issued)
BIR Form No. 2524 (Rev. Official Receipt)	ROR200701040894- ROR200701040900	7 sets (unissued)

The alleged destruction of the abovementioned forms was reported by Ms. Arlique, Revenue Officer I, Revenue District Office No. 90, Revenue Region No. 14, Government Center, Candahug, Palo, Leyte. Consequently, all official transactions involving the use of the destroyed issued copies should be verified. With respect to the unissued sets, the same 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 take the necessary measures to prevent the improper or fraudulent disposition or use of the same and to promptly notify this Office of any such event.

(Original Signed)
DANILO A. DUNCANO, CESO V
OIC-Deputy Commissioner
Resource Management Group