

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG RENTAS INTERNAS

Quezon City

February 17, 2005

REVENUE MEMORANDUM CIRCULAR No. 7 - 2005

SUBJECT : Lost Two (2) sets, and the triplicate and quadruplicate copy from another set of BIR Form No. 2320 – Tax Credit Certificate

TO : All Internal Revenue Officials, Employees and Others Concerned

Notice is hereby given of the loss of two (2) sets of BIR Form No. 2320 - Tax Credit Certificate (TCC), and the triplicate and quadruplicate copy from another set bearing the following serial numbers:

003099 – original to quadruplicate copy

003100 – original to quadruplicate copy

003098 – triplicate and quadruplicate copy

The abovementioned forms were reported as lost by Mr. Jacinto S. Trillana, Chief, Collection Division, Revenue Region No. 05, Valenzuela 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.

(Original Signed)
NORMA L. LIPANA
OIC, Deputy Commissioner
Resource Management Group