

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

April 27, 2007

**REVENUE MEMORANDUM CIRCULAR No. 35-2007**

**SUBJECT :** Loss of seventy six (76) unissued sets and the quadruplicate to quintuplicate copies from another fifteen (15) issued sets of BIR Form No. 2524 – Revenue Official Receipt

**TO :** All Internal Revenue Officials, Employees and Others Concerned

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Notice is hereby given of the loss of seventy six (76) unissued sets and the quadruplicate to quintuplicate copies from another fifteen (15) issued sets of BIR Form No. 2524 Revenue Official Receipt (ROR) with the following serial numbers:

| Accountable Form                                | Serial Number                       | Missing Copy/Set                                  |
|-------------------------------------------------|-------------------------------------|---------------------------------------------------|
| BIR Form No. 2524<br>(Revenue Official Receipt) | ROR200601022501-<br>ROR200601022513 | Quadruplicate to Quintuplicate<br>copies (issued) |
| -do-                                            | ROR200601022514-<br>ROR200601022550 | 37 sets (unissued)                                |
| -do-                                            | ROR200502690560-<br>ROR200502690561 | Quadruplicate to Quintuplicate<br>copies (issued) |
| -do-                                            | ROR200502690562-<br>ROR200502690600 | 39 sets (unissued)                                |

The abovementioned forms were reported as lost by Ms. Ana Marie Guzman-Vea, Revenue Collection Officer, Revenue District Office No.13, Revenue Region No.03, Tuguegarao City. Consequently, all official transactions involving the use of the missing issued ROR copies should be verified. With respect to the unissued ROR 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 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)  
**VIRGINIA L. TRINIDAD**  
Deputy Commissioner  
Resource Management Group