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**TAX OFFICE USE ONLY**  
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REQUEST RECEIVED \_\_\_\_\_

FEE RECEIVED \_\_\_\_\_  
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ALL ACCOUNTS RENDERED CHECKED: \_\_\_\_\_ YES \_\_\_\_\_ NO

PERSONAL PROPERTY CHECKED: \_\_\_\_\_ YES \_\_\_\_\_ NO

OTHER TAXING ENTITIES CHECKED: \_\_\_\_\_ YES \_\_\_\_\_ NO

NAME VARIATIONS CHECKED: \_\_\_\_\_ YES \_\_\_\_\_ NO

BUSINESS NAMES CHECKED: \_\_\_\_\_ YES \_\_\_\_\_ NO

PHYSICAL/SITUS ADDRESS CHECKED: \_\_\_\_\_ YES \_\_\_\_\_ NO

FINDINGS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CHECKED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

STATEMENT ISSUED: \_\_\_\_\_