

Republic of the Philippines
Province of Quezon
Municipality of San Antonio

OFFICE OF THE MUNICIPAL TREASURER



NOTICE OF LOSS OF ACCOUNTABLE FORMS

TO: **ALL PROVINCIAL, CITY, AND MUNICIPAL TREASURERS AND
OTHER CONCERNED AGENCIES**

SUBJECT: **LOSS OF ORIGINAL, DUPLICATE, AND TRIPLICATE COPIES
OF CTC- BIR FORM NO. 0016 bearing the serial no. 21236220**

DATE: **JULY 4, 2024**

Notice is hereby given to the public of the loss of original, duplicate, and triplicate copies of CTC- BIR Form no. 0016 with serial no. 21236220 under the Accountability of MA. FLORINDA E. KATIGBAK, Revenue Collection Clerk I in this Municipality.

The notice of loss is being issued in order that all concerned may guard against the fraudulent use of the same and when found or discovered in the possession of an unauthorized person/s. It is requested that this matter be reported to this office immediately for appropriate action. Any transaction involving the said accountable form shall not honored and considered illegal.

[Signature]
ELVIN R. LOPEZ

Acting Municipal Treasurer

Copy Furnished:

The Executive Director, BLGF- DOF, Manila
The Regional Director, BLGF- DOF IV-A, Calamba, Laguna
All Provincial Treasurers, Republic of the Philippines
The Audit Team Leader, Province of Quezon
All Municipal Treasurers, Province of Quezon

REPUBLIC OF THE PHILIPPINES)
Province of Quezon)
Municipality of San Antonio)

AFFIDAVIT OF LOSS

I, **MA. FLORINDA E. KATIGBAK**, married, Filipino, of legal age, and a resident of Brgy. Balat-Atis, San Antonio, Quezon, after having been sworn to in accordance with the law; hereby deposes and states that:


1. That I am Revenue Collection Clerk I from the Office of the Municipal Treasurer of San Antonio, Quezon
2. That upon checking of the Community Tax Certificate – BIR form No. 0016 with serial no. 21236220 its original, duplicate, and triplicate copy was missing (not compiled in the booklet);
3. That after checking and searching the whole booklet where the said serial number might have been placed, but still, could not find the same;
4. Diligent search and efforts to locate the said set of Community Tax Certificate – BIR form No. 0016 proved futile, I believe that said receipt is beyond recovery; and
5. I am executing this affidavit to attest to the truth of the foregoing statements and for whatever legal purpose this may serve.

AFFIANT FURTHER SAYETH NAUGHT.

IN WITNESS WHEREOF, I hereunto set my hand this 28th day of June, 2024 at San Antonio, Quezon.


MA. FLORINDA E. KATIGBAK
Affiant

SUBSCRIBED AND SWORN to before me this 4th day of July 2024 at San Antonio, Quezon.
Affiant exhibited to me her office ID with no. 062 bearing her photograph and signature.


ANIANO ABIEL M. WAGAN JR.
Municipal Mayor