

Application of Retirement of Business

DATE: _____

The City Treasurer
City Government of Valenzuela
Metropolitan Manila

Sir/Madam:

Pursuant to the provision of the Revenue Code of City of Valenzuela as amended, I am herewith applying for retirement of the following business:

NATURE OF BUSINESS	PERMIT NO.	GROSS SALES/Receipts	
		PRECEEDING CY	CURRENT CY
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Business Name, if any, registered _____

Date Business Closed _____

Reason for Retirement _____

Submitted herewith for cancellation together with the above named Mayor's Permit are the following official receipts covering payments of Business Fees and Taxes during current year:

1. O.R. No. _____ Dated _____ P _____
2. O.R. No. _____ Dated _____ P _____
3. O.R. No. _____ Dated _____ P _____

Very Truly Yours,

Applicant

Location of Business

Deficiency Tax Due P _____

Assessed By:

APPROVED FOR RETIREMENT

City Treasurer

Note:

The mere filing of this application does not automatically relieve the applicant of any tax liability. He/She shall submit his/her books of accounts and other records for verification.