



STATE OF CALIFORNIA

STATE BOARD OF EQUALIZATION

BOARD PROCEEDINGS DIVISION – MIC:80
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State Controller

CYNTHIA BRIDGES
Executive Director

September 18, 2013

TAXPAYER

Re: Taxpayer
Case ID. XXXXXX

Dear Taxpayer:

The Members of the Board of Equalization will hear the above matter during the October, 2013 Board Meeting in Culver City.

Prior to the meeting, each party, participant, and agent must file a disclosure form, indicating whether they made any contributions to a Board Member within the preceding 12 months. The Board Members will not hear the case without the completed forms. The required forms must be completed even if no contributions were made.

Enclosed, please find the following items:

- **Publication 151**
This publication explains who must complete a contribution disclosure statement. It also includes the law and regulation sections that govern this filing requirement.
- **Contribution Disclosure forms for party, participant, and agent.**

Within 10 days of receipt of this letter, please complete the enclosed contribution disclosure forms and return them to this office. A business reply envelope has been enclosed for your convenience. Your forms can be faxed to 916-324-3984 or emailed to Richard.Bennion@boe.ca.gov.

If you have any questions regarding the completion of these forms, please contact me at 916-327-1798 or e-mail me at Richard.Bennion@boe.ca.gov.

Sincerely,

Enclosures
cc: Please See Page 2

Richard Bennion
Contribution Disclosure Analyst

BOE-1610-1 (12-10) 32477181

TAXPAYER
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cc: The contribution disclosure letter and forms were mailed to:

TAXPAYER REPRESENTATIVE