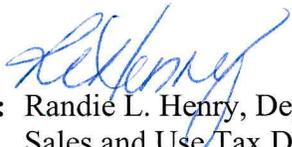


Memorandum

To : Mr. Ramon J. Hirsig
Executive Director

Date: July 24, 2008

From :  Randie L. Henry, Deputy Director
Sales and Use Tax Department

Subject : **Security Deposit Program Update**
August 19, 2008- Customer Service and Administrative Efficiency Committee

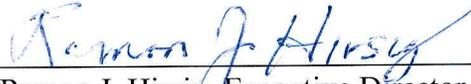
Please place the following item on the Board's August 19th calendar under the Customer Service and Administrative Efficiency Committee. Ms. Randie Henry and Mr. David Gau will be presenting an update on the programming changes to include the new security deposit release criteria and the revisions made to the Compliance Policy and Procedures Manual, Chapter 4, *Security*. Ms. Kari Hammond will introduce this item.

Customer Service and Administrative Efficiency Committee

1. Update regarding the programming changes to include the new security deposit release criteria and the revisions made to the Compliance Policy and Procedures Manual, Chapter 4, *Security*.

RLH:jt

cc: Ms. Diane Olson (MIC 80)

Approved: 
Ramon J. Hirsig, Executive Director *rac*