

Memorandum

To: Mr. Timothy W. Boyer
Interim Executive Director

Date: November 3, 2003

From: 
David J. Gau, Deputy Director
Property and Special Taxes Department

Subject: ***Withdrawal of Assessors' Handbook Section 222, Standard Form List
(December 4, 2003 Administrative Consent Agenda)***

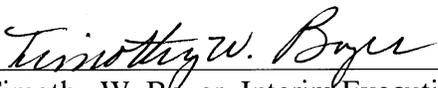
I am requesting that Assessors' Handbook Section 222, *Standard Form List*, be withdrawn from the Assessors' Handbook series. AH 222 consists of a list of property tax related forms that are produced by the Board and are available for use by county assessors and local assessment appeals boards. As appropriate, statutorily mandated forms that require Board approval are transmitted individually to the Board for adoption.

This handbook section does not contain any interpretative or instructional text and, therefore, should not be part of the Assessors' Handbook series. The list of forms currently found in AH 222 should be disseminated via a Letter To Assessors.

Please place this item on the Board's December 4, 2003 Administrative Consent Agenda for approval.

DJG:sk

cc: Ms. Deborah Pellegrini

Approved: 
Timothy W. Boyer, Interim Executive Director

BOARD APPROVED
at the _____ Board Meeting

Deborah Pellegrini, Chief
Board Proceedings Division