



STATE BOARD OF EQUALIZATION
POLICY PLANNING AND STANDARDS DIVISION
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June 22, 2001

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Second District, Stockton

CLAUDE PARRISH
Third District, Torrance

JOHN CHIANG
Fourth District, Los Angeles

KATHLEEN CONNELL
State Controller, Sacramento

TO COUNTY ASSESSORS AND INTERESTED PARTIES:

JAMES E. SPEED
Executive Director
No. 2001/038

2002-2003 BOARD-PRESCRIBED FORMS

Enclosed are copies of 42 Board-prescribed property statements, exemption claims, and miscellaneous forms that have been revised, and one new miscellaneous form, for the 2002-2003 assessment year. These forms reflect any recent legislative changes and have been approved by the California Assessors' Association, interested parties, and Board staff. The Board's Document Design and Management Unit has continued to rework the appearance of some of the forms to conform to agency standards for readability and ease of use.

The most recent legislative changes are reflected on these forms. However, there is legislation pending that *may* necessitate additional changes to some of the forms enclosed. You will be notified when those changes take place.

Checklists for 2002-2003 will be sent to you shortly, along with the procedures for obtaining approval to use these forms. On those checklists you will find that the due dates for submitting rearranged forms for approval are October 15, and December 3, 2001. The due date for submitting all forms to be used by the county is February 11, 2002. If you have any questions concerning forms approval or the changes that have been made to the enclosed forms, please contact Lloyd B. Allred in the Business Property Technical Services Unit. You may call Mr. Allred at (916) 324-7361 or you may e-mail your question to Lloyd.Allred@boe.ca.gov. He can either send you a hard copy or e-mail with a summary of the specific changes made to the forms.

If you use Adobe Pagemaker (version 6.5 or higher) to do your local form composing, you may request to join the e-mail subscribers group by e-mailing Mr. Allred. Electronic templates of the Pagemaker forms will be sent to you.

Sincerely,

/s/ Richard C. Johnson

Richard C. Johnson
Deputy Director
Property Taxes Department

RCJ:lba:cg
Enclosures