

# Corporate Refunds

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Tom,

Based on the discussions in the meeting this morning, we are to do the following:

1. Begin approving the corporate refunds (11/16/09 and forward). **Vouchers 8509-8515 were released 12/4/09 (Voucher 8510 is a BWC offset).**
2. Mike O'Leary will work with ISD to keep these refunds from going to OBM.
3. Corporate will approve the Pending refunds that were processed from 7/1/09 to present (current and past years).
4. If a taxpayer calls regarding a prior year refund that was not issued, we will issue the refund.
5. Pending refunds that were processed prior to 7/1/09 that reflect an agent's initials rather than set to Pending by ITAS will be looked at and should be approved by the agent who was working on the refund.

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