



Utility Inventory Submission Verification Form

Company code _____
 Company name _____
 Authorized company contact _____
 Telephone number _____ Fax number _____
 E-mail address _____

Paper reporting	
Forms submitted	Number of pages
RP 1.1 - Location & Structural Description	
RP 2.1 - Structure Inventory	
RP 4.1 - Mass Inventory	
RP 4.6 (Pipelines only) - Mass Inventory	
RP 5.1 - Balance	
RP 6.5 - Addendum to Financial Report	

Mechanized reporting		
Check method of reporting		
DVD or CD _____		
Floppy diskettes _____		
Other (<i>describe</i>) _____		
Format used (i.e., Excel, etc.) _____		
File name(s)	File type (2.1, 4.1, 5.1)	Number of records
1		
2		
3		
4		
5		
6		
7		

Signature _____ Title _____
 Name _____ Telephone _____
 Office address _____
 Date _____

E-mail to: ORPTS.Utility.Reports@tax.ny.gov or fax to (518) 435-8631 with your inventory submission.