

# Company Letterhead

(Date)

Loudoun County Board of Equalization  
1 Harrison Street, SE, 4<sup>th</sup> Floor  
PO Box 7000  
Leesburg, VA 20177

In connection with \_\_\_\_\_ (Property Address),  
\_\_\_\_\_ (PIN), I/We certify the enclosed income and expense information  
for the years filed as set forth in the attached commercial income/expense summary worksheet is  
true and accurate as reflected on the books of the company.

By: \_\_\_\_\_  
(Name and Title)

| Notarization |                 |
|--------------|-----------------|
| State Of:    | City/County Of: |

The foregoing was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2020

|                   |                     |
|-------------------|---------------------|
| Notary Signature: |                     |
| Registration #:   | Commission Expires: |