

GENERAL INSTRUCTION SHEET

1. This report must be completed in proper form (typed or legibly printed), and must be **filed with the Comptroller of the Treasury on or before April 1, 2014. A copy should be retained in your files for future reference.**
2. **ROUND ALL DOLLAR FIGURES TO WHOLE DOLLARS!**
3. **NO SHEET OR SECTION SHOULD BE LEFT BLANK.** If a sheet or section does not apply to your company, indicate by placing the words “**inapplicable**” or “**none**”.

INCOMPLETE REPORTS WILL BE RETURNED!

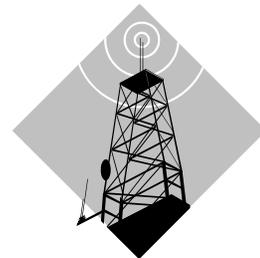
4. **FAILURE** to file a complete report will result in a **FORCED ASSESSMENT.** Tennessee Code Annotated, Section 67-5-1317 states:

“The Owner of any such property refusing or failing to file such schedules and statements shall be deemed to have waived the mode and manner of ascertaining the value of such property, and of the distribution or allocation by the Comptroller of the Treasury of such valuation or assessment to the various counties and municipalities of the State of Tennessee for the purposes of county and municipal taxation, and shall not be permitted to be heard in opposition to the valuation fixed upon said property by the Comptroller of the Treasury, nor in opposition to the distribution or allocation of same by the Comptroller of the Treasury to the various counties and municipalities for the purposes aforesaid; and may, at the discretion of the Comptroller of the Treasury, in addition, be liable to a penalty of one hundred dollars (\$100) for each and every day which such owner is delinquent in filing said statement or schedule.” Failure to file a tax report could result in an audit under T.C.A. 67-5-1320.

5. It is necessary for you to furnish the Comptroller of the Treasury certain information pertaining to the company’s organization, legal status, and operation. **Pages 1 & 1A** should be completed very carefully. If a particular statement or question does not apply to your company, place the words “**inapplicable**” or “**none**” in the appropriate blank(s). **Do not leave any of the statements or questions on Pages 1 & 1A blank unless instructed to do so.**
6. The **Balance Sheet** on **Pages 2 & 3**, and the **Income Statement** on **Page 5** should be completed in a manner that fairly reflects the financial position of your company. All financial statements should be in conformity with generally accepted accounting principles. An entry on lines 8, 11, or 12 of the asset side of the Balance Sheet requires a detailed breakdown. **Use the financial pages included in this report. NO SUBSTITUTIONS ACCEPTED!** Also, please, include all off balance sheet equipment owned, leased or used by the company. (Pages 2 & 3)
7. **Page 6** requires a listing of equipment leased and/or used by your company. Leased equipment refers to personal property obtained through an operating lease. Used property refers to personal property not under a lease agreement and not owned by you but in your possession.
8. **Page 7** requires that you give the **Gross Investment & Cash Value** of all Tennessee property, plant, and equipment. You are further required on **Page 7** to break down all Tennessee property, plant, and equipment as to its physical location within the corporate limits or outside corporate limits.

GENERAL INSTRUCTION SHEET
(continued)

9. **Page 8** requires a breakdown of **Gross Investment & Cash Value** of Tennessee property, plant, and equipment as to county, city, and special school district. Complete a separate sheet for each county, city, and special school district where property is located. The **county sheet** should also include property located in the cities and special school districts within that particular county. The **city sheet** should also include properties of special school districts located within that particular city. The **special school district sheet** should include only that property located within that particular school district.
10. **Page 9** requires that you give the **Gross Investment & Cash Value** of all substation equipment and transmission lines located in Tennessee.
11. **Page 10** requires a breakdown of **Gross Investment & Cash Value** of substation equipment and transmission lines by county, city, and special school district. The same instructions apply for **Page 10** as applied on **Page 8**.
12. **Page 11** requires a listing of all purchases and sales of Tennessee real property occurring during the year 2013.
13. **Page 12** requires a listing of all real property under construction. This listing will include all real property currently under construction or construction expected to be completed by September 1 of this year. Be sure to include the county and city where located, map reference and property owner, description of improvement, and the construction cost.
14. **IT IS IMPERATIVE THAT THE REPORT BE SIGNED. IF NOT, THE REPORT WILL BE RETURNED.**
15. **No sheet or section should be left blank.** If a sheet or section does not apply, indicate such in accordance with **Instruction #5** on previous page.
16. **Any additional information, schedules, etc., provided by your company must be submitted on LETTER SIZE PAPER (8.5" x 11").**
17. Please provide the Office of State Assessed Properties with all documents in which an opinion of value has been determined by an appraiser hired by your company, any employee of your company, a public utilities commission or its equivalent, or any other party whose service was contracted by your company for the **past three years**. The documents should be summary in nature and **do not include** state or local appraisals.
18. In an effort to assure property accountability compliance, please provide the Office of State Assessed Properties with documentation supporting entries on the Ad Valorem Tax Report for the following: **gross investment in Tennessee, and net investment in Tennessee**. In other words, show how the numbers are derived. For companies located one hundred percent (100%) in Tennessee, a reference to the Balance Sheet is sufficient.
19. Solar sourced property values should not initially exceed twelve and one half percent (12.5%) of total installed cost if a green energy production facility certification issued by the department of environment and conservation is on file, or filing of a schedule or statement pursuant to § 67-5-1303, effective as of January 1 of the year for which valuation under this subsection is claimed, shall be required and shall be provided by the property owner to the comptroller's office by March 1 of the first year for which the valuation under this subsection is claimed.



STATE OF TENNESSEE 2014 AD VALOREM TAX REPORT



COMPANY NAME _____

STREET _____ CITY _____ STATE _____ ZIP CODE _____
(PRINCIPLE OFFICE INFORMATION)

STREET _____ CITY _____ STATE _____ ZIP CODE _____
(PRINCIPLE OFFICE INFORMATION IN TENNESSEE)

PHONE NUMBER () _____ FAX NUMBER () _____

COMPANY WEB SITE _____



Visit our website at:

www.tn.gov/comptroller/sap

MAIL REPORT TO:

**COMPTROLLER OF THE TREASURY
OFFICE OF STATE ASSESSED PROPERTIES**

505 Deaderick Street, Suite 1700
Nashville, Tennessee 37243-1402
(615) 741-0140 FAX (615) 741-0142

1. Company Name _____

2. Principal Office Location _____
Number & Street

City State Zip

3. Is Company _____ **INDIVIDUAL?** _____ **PARTNERSHIP?** _____ **CORPORATION?**
_____ **COOPERATIVE?** _____ **OTHER?**

4. If a **CORPORATION** or **OTHER** similar enterprise, supply the following information:
a. Under laws of what state organized _____ Date Organized _____
b. Add charter of incorporation or similar enterprise _____ Date Dissolved _____
c. Is your entity certified with the TN Department of Environment and Conservation as a Green Energy provider?
_____ Yes _____ No
d. Is your entity's primary function to produce power to be sold to the Tennessee Valley Authority?
_____ Yes _____ No

5. Name & address of **PRESIDENT, OWNER, OR PARTNER** _____
Name

Position/Title Number & Street City State Zip

6. Name & address of **GENERAL MANAGER** _____
Name

Number & Street City State Zip

7. **GROSS** Installed cost in **SYSTEM** plant and property December 31, 2013 \$ _____
8. **NET** Investment in **SYSTEM** plant and property December 31, 2013 \$ _____
9. **SYSTEM GROSS** Revenue (Income) for year ended December 31, 2013 \$ _____
10. **SYSTEM NET OPERATING** Revenue (Income) for year ended December 31, 2013 \$ _____
11. Amount of **LOANS OR GRANTS** from **FEDERAL OR STATE AGENCIES** \$ _____

12. Indicate stock & debt of company:

	Amount Authorized	No. of Shares or Amount Issued	Book or Per Value	Market or Cash Value
Preferred Stock	_____	_____	_____	_____
Common Stock	_____	_____	_____	_____
Bonds	_____	_____	_____	_____
Other Long-Term Debts	_____	_____	_____	_____

13. State surplus at beginning of 2013 \$ _____ End of 2013 \$ _____

14. State amount of dividends paid for the year 2013: Preferred \$ _____ Common \$ _____

15. State exact dollar amount of **FEDERAL INCOME TAX ACTUALLY PAID OR OWED FOR 2013** as reported on your Federal Income Tax Return \$ _____

16. State **ACTUAL CASH** or **MARKET VALUE** of all Tennessee plant and property as of January 1, 2013 \$ _____

17. State **NET** additions (additions less retirements) to Tennessee plant and property for:
 2012 \$ _____ 2013 \$ _____
18. Total number of subscribers in Tennessee _____
19. Does your company operate solely (100%) in Tennessee? _____ YES _____ NO
 If you checked "YES" it will not be necessary to complete questions 20-27.
 If you checked "NO" **you must** complete questions 20-27.
20. **GROSS** Installed cost in Tennessee plant and property December 31, 2013 \$ _____
21. **NET** Investment in Tennessee plant and property December 31, 2013 \$ _____
22. **TENNESSEE GROSS** Revenue (Income) for year ended December 31, 2013 \$ _____
23. **TENNESSEE NET OPERATING** Revenue (Income) for year ended December 31, 2013 \$ _____
24. Percent of **TENNESSEE GROSS** Investment as compared to **SYSTEM GROSS** Investment in plant and property
 December 31, 2013 _____ %
25. Percent of **TENNESSEE NET** Investment as compared to **SYSTEM NET** Investment in plant and property
 December 31, 2013 _____ %
26. Percent of **TENNESSEE GROSS** Revenue (Income) as compared to **SYSTEM GROSS** Revenue (Income) for
 year ended December 31, 2013 _____ %
27. Percent of **TENNESSEE NET OPERATING** Revenue (Income) as compared to **SYSTEM NET OPERATING**
 Revenue (Income) for year ended December 31, 2013 _____ %
28. Does your company or its parent holding company file the following? **Check all that apply:**
 _____ a. SEC Form 10-K
 _____ b. Annual report to stockholders
 _____ c. FERC Form 1

File one copy of each of the items checked in item 28 with the Comptroller of the Treasury, Office of State Assessed Properties.

29. Does your company hold a renewable energy certificate(s) in Tennessee? _____
30. How many RECs were sold by your company in Tennessee between January 1, 2013 and December 31, 2013? _____
31. _____
 Special questions regarding this report should be directed to:

NAME: _____

TITLE: _____

ADDRESS: _____
Number & Street

_____ City _____ State _____ Zip

PHONE NUMBER: () _____

FAX NUMBER: () _____

E-MAIL ADDRESS _____

BALANCE SHEET
ASSETS

AS OF DECEMBER 31

<u>Item</u>	<u>Fixed Assets</u>	<u>2013</u>	<u>2012</u>
1.	Utility Plant in Service	\$	\$
2.	Plant Under Construction		
3.	Property Held for Future Use		
4.	Plant Acquisition Adjustment		
5.	Total Fixed Assets		
6.	LESS Depreciation & Amortization Reserve		
7.	Net Fixed Assets	\$	\$
	 <u>Other Property & Investments</u>		
*8.	Non-Utility Property	\$	\$
9.	LESS Accumulated Depreciation		
10.	Net Non-Utility Property		
*11.	INVESTMENT IN AFFILIATED COMPANIES		
*12.	OTHER INVESTMENTS		
13.	Miscellaneous Physical Property		
14.	Sinking Funds		
15.	Other Fund Accounts		
16.	Total Other Property & Investments	\$	\$
	 <u>Current Assets</u>		
17.	Cash	\$	\$
18.	Special Cash Deposits		
19.	Working Funds		
20.	Temporary Cash Investments		
21.	Notes Receivable from Affiliated Companies		
22.	Other Notes Receivable		
23.	Due from related parties – Net		
	Accounts Receivable from Affiliated Companies		
24.	Net		
25.	Other Accounts Receivable – Net		
26.	Interest & Dividends Receivable		
27.	Pre-Payments		
28.	MATERIALS & SUPPLIES		
29.	Subscriptions to Security Issues		
30.	Other Current Assets		
31.	Total Current Assets	\$	\$
	 <u>Deferred Charges</u>		
32.	Discount on Long-Term Debt	\$	\$
33.	Extraordinary Maintenance & Retirements		
34.	Clearing Accounts		
35.	Other Deferred Charges		
36.	Total Deferred Charges	\$	\$
37.	TOTAL ASSETS	\$	\$

***GIVE A DETAILED BREAKDOWN AND DESCRIPTION OF THIS TYPE OF PROPERTY INVESTMENT.**

BALANCE SHEET
LIABILITIES & OTHER CREDITS

		AS OF DECEMBER 31	
		<u>2013</u>	<u>2012</u>
Item	<u>Capital Stock & Retained Earnings</u>		
1.	Common Capital Stock Outstanding	\$	\$
2.	Preferred Capital Stock Outstanding		
3.	Premiums on Capital Stock		
4.	Other Capital Liability Accounts		
5.	Proprietor's Capital		
6.	Other Capital		
7.	Retained Earnings Reserved		
8.	Unappropriated Retained Earnings		
9.	LESS Discount on Capital Stock		
10.	LESS Capital Stock Expense		
11.	Total Capital Stock & Retained Earnings	\$	\$
	<u>Long-Term Debt</u>		
12.	Funded Debt Outstanding	\$	\$
13.	Receivers Certificates		
14.	Advances from Affiliated Companies		
15.	Other Long-Term Debt(s)		
16.	Total Long-Term Debt(s)	\$	\$
	<u>Current & Accrued Liabilities</u>		
17.	Current portion of Notes Payable	\$	\$
18.	Other Notes Payable (Current)		
19.	Accounts Payable to Affiliated Companies		
20.	Other Accounts Payable		
21.	Customers Deposits		
22.	Matured Interest & Dividends		
23.	Current Portion of Long-Term Debt(s)		
24.	Advance Billing & Payments		
25.	Taxes Accrued		
	Unmatured Interest, Dividends, & Rents		
26.	Accrued		
27.	Refunds Due Customers		
28.	Other Current Liabilities		
29.	Total Current & Accrued Liabilities	\$	\$
	<u>Deferred Credits & Reserves</u>		
30.	Premium on Long-Term Debt	\$	\$
31.	Insurance Reserve		
32.	Provident Reserve		
33.	Amortization Reserve		
34.	Employment Stabilization Reserve		
35.	Other Deferred Credits & Reserves		
36.	Accumulated Deferred Income Taxes		
37.	Total Deferred Credits & Reserves	\$	\$
	<u>Contributions in Aid of Construction</u>		
38.	Contributions in Aid of Construction	\$	\$
39.	TOTAL LIABILITIES & OTHER CREDITS	\$	\$

LONG-TERM DEBT

Mortgages, Bonds, Promissory Notes, & Miscellaneous Long-Term Debt

Date of Issue	Date of Maturity	Description: (Bonds, Notes, or Other Instrument)	Beginning of Year Balance	Principal Paid During Year	*End of Year Balance	Interest	for Year	Leave This Column Blank
						Rate (%)	Amount	
			\$	\$	\$		\$	
		TOTALS	\$	\$	\$ *	-----	\$	

INCOME STATEMENT

AS OF DECEMBER 31

	<u>2013</u>	<u>2012</u>
Item		
<u>Operating Revenue</u>		
1. Residential Sales	\$	\$
2. Commercial & Industrial Sales		
3. Street Lighting		
4. Other Operating Revenue & Sales		
5. Total Operating Revenue	\$	\$
<u>Operating Expense</u>		
6. Cost of Power Generated	\$	\$
7. Cost of Power Purchased		
8. Transmission Expense		
9. Distribution Expense		
10. Depreciation Expense		
11. Amortization Expense		
12. Customer Accounting & Collection Expense		
13. Administrative & General Expense		
14. Operating Taxes: State, County, & Municipal		
15. Operating Taxes: Federal Income Tax		
16. Operating Taxes: Federal Other		
17. Other Operating Expense		
18. Total Operating Expense	\$	\$
19. Net Operating Income	\$	\$
<u>Other Income</u>		
20. Dividend Income	\$	\$
21. Interest Income		
22. Allowance for Funds Used During Construction		
23. Income from Sinking & Other Funds		
24. Income from Non-Utility Property		
25. Miscellaneous Income		
26. Total Other Income	\$	\$
<u>Miscellaneous Deductions from Income</u>		
27. Miscellaneous Income Charges	\$	\$
28. Federal Income Taxes-Non-Operating		
29. Other Non-Operating Taxes		
30. Total Miscellaneous Deductions		
31. Net Other Income		
32. Gross Income	\$	\$
<u>Interest & Other Deductions</u>		
33. Interest on Funded Debt	\$	\$
34. Other Interest Deductions		
35. Amortization of Discount on Long-Term Debt		
36. Release of Premium on Long-Term Debt-Credit		
37. Other Fixed Charges		
38. Total Interest & Other Deductions		
39. Net Income Before Extraordinary Items	\$	\$
<u>Extraordinary & Delayed Items</u>		
40. Extraordinary & Delayed Items	\$	\$
41. Net Income to Retained Earnings	\$	\$

LEASED EQUIPMENT

This schedule should include all operating equipment located in Tennessee that is leased or used by your company.

Type of Equipment	No. Of Units	Total Annual Amount of Rent	Age Of Units	Annual Depreciation Rate	Lease Expiration Date	Owner	Tax Liability Lessor or Lessee	Original Cost	Accumulated Depreciation	Depreciated Cost	Location (County & City)
		\$						\$	\$	\$	

TENNESSEE PROPERTY
December 31, 2013
ELECTRICAL DISTRIBUTION SYSTEM

	Gross Investment Within Corporate Limits	Gross Investment Outside Corporate Limits	Gross Investment Total	Cash Value Jan. 1, 2014
Panels	\$ _____	\$ _____	\$ _____	\$ _____
Inverters	_____	_____	_____	_____
Mounts and Rackings	_____	_____	_____	_____
Meters	_____	_____	_____	_____
Transformers	_____	_____	_____	_____
Other Property	_____	_____	_____	_____
Total Investment	\$ _____	\$ _____	\$ _____	\$ _____
Total Cash Value	\$ _____	\$ _____	\$ _____	\$ _____
Total Gross Investment in furniture, fixtures, equipment, automobiles, <u>materials & supplies</u> , & other general equipment	\$ _____	\$ _____	\$ _____	XXXXXXXXXXXXXXXXXX
Cash value of above furniture, fixtures, etc.	\$ _____	\$ _____	XXXXXXXXXXXXXXXXXX	\$ _____
Total Gross Investment in Construction Work in Progress (CWIP) Personal @ 15%			\$ _____	
Total Gross Investment in Construction Work in Progress (CWIP) Real @ 100%			\$ _____	

REAL ESTATE

Land:

Dimensions & Acres	Location	Year Acquired	Deed Book	Page No.	Gross Investment Total	Cash Value Jan. 1, 2014
_____	City _____ County _____	_____	_____	_____	\$ _____	\$ _____
_____	City _____ County _____	_____	_____	_____	\$ _____	\$ _____
Total Land Investment					\$ _____	\$ _____

Structures:

Kind & Type	Location	Year Constructed/ Acquired	Gross Investment Total	Cash Value Jan. 1, 2014
_____	City _____ County _____	_____	\$ _____	\$ _____
_____	City _____ County _____	_____	\$ _____	\$ _____
Total Structures Investment			\$ _____	\$ _____
Total All Property/Tennessee			\$ _____	\$ _____

	Within Corporate Limits	Outside Corporate Limits	Total
No. Panels	_____	_____	_____
No. Inverters	_____	_____	_____
No. Meters	_____	_____	_____
No. Customers	_____	_____	_____

PROPERTY SHEET

Note: One sheet to be completed for each county, city & special school district where property is located.

Name of county, city, or Special School District _____ County _____

ELECTRICAL DISTRIBUTION SYSTEM

	Gross Investment Within Corporate Limits	Gross Investment Outside Corporate Limits	Gross Investment Total	Cash Value Jan. 1, 2014
Panels	\$ _____	\$ _____	\$ _____	\$ _____
Inverters	_____	_____	_____	_____
Mounts and Rackings	_____	_____	_____	_____
Meters	_____	_____	_____	_____
Transformers	_____	_____	_____	_____
Other Property	_____	_____	_____	_____
Total Investment	\$ _____	\$ _____	\$ _____	\$ _____
Total Cash Value	\$ _____	\$ _____	\$ _____	\$ _____
Total Gross Investment in furniture, fixtures, equipment, automobiles, <u>materials & supplies</u> , & other general equipment	\$ _____	\$ _____	\$ _____	XXXXXXXXXXXXXX
Cash value of above furniture, fixtures, etc.	\$ _____	\$ _____	XXXXXXXXXXXXXX	\$ _____

Total Gross Investment in Construction Work in Progress (CWIP) Personal @ 15% \$ _____
 Total Gross Investment in Construction Work in Progress (CWIP) Real @ 100% \$ _____

REAL ESTATE

Land:

Dimensions & Acres	Location	Year Acquired	Deed Book	Page No.	Gross Investment Total	Cash Value Jan. 1, 2014
_____	City _____ County _____	_____	_____	_____	\$ _____	\$ _____
_____	City _____ County _____	_____	_____	_____	\$ _____	\$ _____
Total Land Investment					\$ _____	\$ _____

Structures:

Kind & Type	Location	Year Constructed/ Acquired	Gross Investment Total	Cash Value Jan. 1, 2014
_____	City _____ County _____	_____	\$ _____	\$ _____
_____	City _____ County _____	_____	\$ _____	\$ _____
Total Structures Investment			\$ _____	\$ _____
Total All Property/Tennessee			\$ _____	\$ _____

	Within Corporate Limits	Outside Corporate Limits	Total
No. Panels	_____	_____	_____
No. Inverters	_____	_____	_____
No. Meters	_____	_____	_____
No. Customers	_____	_____	_____

TENNESSEE SOLAR PANELS

Number	D-Rate	Mono-Crystalline, Poly Crystalline, or Thin Film	Name Plate Capacity	Gross Installed Cost	Cash Value January 1, 2014
_____	_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
TOTAL	_____	_____	_____	\$ _____	\$ _____

TENNESSEE EQUIPMENT

	Quantity	Description	Gross Installed Cost	Cash Value January 1, 2014
Inverters	_____	_____	\$ _____	\$ _____
Other Support Equipment	_____	_____	_____	_____
Other Support Equipment	_____	_____	_____	_____
Other Support Equipment	_____	_____	_____	_____
Other Support Equipment	_____	_____	_____	_____
TOTAL	_____	_____	\$ _____	\$ _____

PURCHASERS

Name	Quantity of MW
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL	_____

Note: One sheet to be completed for each county, city, & special school district where equipment is located.

Name of city or special school district County

TENNESSEE SOLAR PANELS

Number	D-Rate	Mono-Crystalline, Poly Crystalline, or Thin Film	Name Plate Capacity	Gross Installed Cost	Cash Value January 1, 2014
_____	_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
TOTAL	_____	_____	_____	\$ _____	\$ _____

TENNESSEE EQUIPMENT

	Quantity	Description	Gross Installed Cost	Cash Value January 1, 2014
Inverters	_____	_____	\$ _____	\$ _____
Other Support Equipment	_____	_____	_____	_____
Other Support Equipment	_____	_____	_____	_____
Other Support Equipment	_____	_____	_____	_____
Other Support Equipment	_____	_____	_____	_____
TOTAL	_____	_____	\$ _____	\$ _____

PURCHASERS

Name	Quantity of MW
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL

PURCHASES AND SALES OF TENNESSEE PROPERTY

List all purchases and sales of Tennessee **real property** that occurred during the year 2013. Give all applicable information for each transaction separately. (You may copy pages as needed) **Please attach a copy of the warranty deed or sales contract.**

PURCHASES

Date of Purchase: _____

County/City: _____

Assessor's Tax Map & Parcel Number: _____

Purchase Price: _____

Physical Address: _____
Number & Street

_____ City _____ State _____ Zip

Description of Property: _____

Grantor (seller): _____

Type of Improvement: _____

SALES

Date of Sale: _____

County/City: _____

Assessor's Tax Map & Parcel Number: _____

Sale Price: _____

Physical Address: _____
Number & Street

_____ City _____ State _____ Zip

Description of Property: _____

Grantee (buyer): _____

Type of Improvement: _____

DATE: _____

I, _____, being the OWNER, PRESIDENT, SECRETARY, AND /OR PARTNER OF _____, do hereby swear and affirm that the foregoing Ad Valorem Tax Report for the year two thousand fourteen has been prepared from only the original books, papers, and records of said respondent under my direction in accordance with Tennessee Code Annotated, §67-5-1316, and is true and correct to the best of my knowledge and belief.

NAME

OFFICIAL CAPACITY