

# FILING INSTRUCTIONS

## RELEASE 53

Below are the filing instructions for Release 53 of *Encyclopedia of Rating and Local Taxation*. Please remove and discard the specified old pages and insert the new ones as indicated below. However, before filing this release, please ensure that Release 52 has been filed. The filing record card indicates details of the most recently filed release.

Remember to look at the illustrated filing guide at the end of the Service Information section if you have any difficulty filing in the new pages.

The checklist (which you will find behind these filing instructions) contains a complete list of pages your looseleaf should contain after you have filed this release.

For the most up-to-date version of these filing instructions, please visit the subscriber information page at [www.sweetandmaxwell.co.uk](http://www.sweetandmaxwell.co.uk)

## VOLUME 1

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