

City of Calera

JON GRAHAM
Mayor
CONNIE PAYTON
City Clerk



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February 21, 2020

To Whom It May Concern:

The City of Calera has contracted with RiverTree Systems, Inc., a private auditing firm, to conduct audits for city business licenses, franchise fees, sales tax, use tax, rental tax, lodging tax, and all other applicable taxes that are collected by the City of Calera. As required by the "Local Tax Simplification Act of 1998" and the "Local Tax Procedures Act of 1998", this letter shall serve as written authorization for RiverTree Systems, Inc. to conduct an examination of your records on behalf of the City of Calera.

We would appreciate your cooperation in furnishing RiverTree Systems, Inc. with all requested records. If you have any questions or concerns, you can reach me at 205-668-3877 or kellison@calera.org.

Sincerely,

A handwritten signature in cursive script that reads 'Kelly Ellison'.

Kelly Ellison, CPA
Finance Director
City of Calera

10947 HIGHWAY 25·CALERA, ALABAMA 35040
MAYOR (205) 668-3500· FAX (205) 668-3624

"Large enough to be progressively aware, yet small enough to still care"