

Mayor
J. Brian Puckett

City Clerk/Treasurer
Amanda C. Traywick



Council Members
Leigh Hulsey
Chris VanCleave
Alice Lobell
Laura Joseph
Harold "Hewy" Woodman

CITY OF HELENA

November 5, 2020


Dear Taxpayer:

The City of Helena has retained RiverTree Systems Auditing Service to perform one or all of the following audits on its behalf: Building Permits, Business License, Franchise Tax, Lease and Rental Tax, Gas Tax, and Sales/Use Tax. This letter shall serve as written authorization, as required by the "Local Tax Simplification Act of 1998 and Local Tax Procedures Act of 1998", for RiverTree Systems, Inc. to conduct an examination of your records on behalf of the City of Helena.


A representative from RiverTree Systems will be contacting you to arrange a convenient time for this audit. Your cooperation in furnishing RiverTree Systems with whatever records they may request to review will be appreciated.


Please do not hesitate to contact me should have any questions.

Sincerely,


Kimberly A. Miller, CMRO
Revenue Officer

816 Highway 52 East | P.O. Box 613 | Helena, AL 35080-0613

 205.663.2161

 205.663.9276

 cityofhelena.org