

**CITY OF MOUNTAIN BROOK**

56 Church Street  
P.O. Box 130009  
Mountain Brook, Alabama 35213  
Telephone: 205.802-2400  
Fax: 205.870-3590  
www.mtnbrook.org



November 23, 2021

Dear Taxpayer,

The City of Mountain Brook has retained RiverTree Systems, Inc., 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 Mountain Brook, Alabama.

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

Please call Jack Bankston, Senior Revenue Examiner at 205-802-3808 or Steven Boone, Finance Director at 205-802-3825 if you have any questions.

Yours truly,

Steven Boone-Finance Director  
Sam S. Gaston-City Manager