AGENDA
LAWTON ENHANCEMENT TRUST AUTHORITY
WEDNESDAY, JUNE 14, 2017– 3:00 P.M.
NEW CITY HALL
ADDENDUM

BUSINESS ITEMS:

A. Consider and discuss the Sidewalk on East Gore and take action if necessary.

B. Consider and approve a letter of engagement with Hatch, Croke & Associates, P.C. for the annual preparation of Form990 for LETA's taxes.

Hatch, Croke & Associates, P.C.

417 SW C Avenue
Lawton, OK 73501

Certified Public Accountants
(580) 353-2122
Fax: (580) 353-2178

June 6, 2017

Lawton Enhancement Trust Authority
Attn: Richard Rogalski
212 SW 9th Street
Lawton, OK 73501

This letter is to set forth our understanding of the terms and objectives of our engagement and to clarify the nature and limitation of the services we will provide for you.

We will prepare Form 990 for the year ending June 30, 2017. You represent that the information you are supplying to us is accurate and complete to the best of your knowledge. We will not verify the information you give us, however, we may ask for additional clarification of some information.

Our fees for these services will be $1,000. Amounts not paid within thirty days from the invoice date will be subject to a late payment charge of 2.0% per month (24% per year). If, for any reason the account is turned over to an attorney for collection, an additional 33 1/3% will be added to the account to cover collection costs.

Our engagement can not be relied upon to disclose errors, irregularities, or illegal acts, including fraud or defalcations, that may exist; however, we will inform you of any such matters that come to our attention. There may be fraud shortages and other embezzlement shortages that you may feel are material and this engagement will not detect it.

As you know, your returns are subject to examination by taxing authorities. In the event of an audit, you may be requested to produce documents, records, or other evidence to substantiate the items of income and deductions shown on your returns. If an examination occurs, we will represent you if you so desire; however, these additional services are not included in our fee for preparation of your tax returns.

If, during our work, we discover information that affects your prior year tax returns, we will make you aware of the facts. However, we cannot be responsible for identifying all items that may affect prior year returns. If you become aware of such information during the year, please contact us to discuss the best resolution of the issue.

You also should understand that all reports and workpapers produced by Hatch, Croke & Associates, P.C. may be examined by someone other than our office during a peer review, quality review, inspection, IRS investigation, or court order without violating the clients confidentiality statutes.

We appreciate this opportunity to serve you. If you have any questions or need any additional information, please do not hesitate to call.

Very truly yours,

Hatch, Croke & Associates, P.C.
By:

Scott N. Hatch, CPA
Managing Partner

RESPONSE:

This letter correctly sets forth the understanding of the Lawton Enhancement Trust Authority.

By: ______________________________

Title: ______________________________

Date: ______________________________