

# TOWN OF SARATOGA

P.O. BOX 486  
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SARATOGA, WYOMING 82331  
[www.saratoga.govoffice2.com](http://www.saratoga.govoffice2.com)

Councilman Bob Keel  
Councilwoman Judy Welton

Mayor John Zeiger

Councilman Jon Nelson

Phone: 307-326-8335 Fax: 307-326-8941  
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Childress Accounting and Consulting  
1740H Dell Range Blvd.  
Unit 133  
Cheyenne, WY 82009

James,

Your requested representation letter was presented to the Saratoga Town Council for consideration at a Special Meeting that occurred on June 11, 2020. Since the conditions set forth in your letter were not part of the engagement agreement, the Town Council did not vote to sign the proposed letter. However, the Town Council has voted to allow me to sign the following letter with representations from the Town. In providing this letter to you, it is understood that upon receipt of this letter your report will be issued to the Town without further delay. Please understand that the immediate issuance of your written report and the issuance of a timely audit report are critical to the Town of Saratoga.

To the best of the Town's knowledge and belief the Town has provided Childress Accounting and Consulting with:

- a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
- b) Additional information that you have requested from us for the purpose of your engagement of accounting services.
- c) Unrestricted access to persons within the Town of Saratoga from whom you determined it necessary to obtain any financial information of the Town of Saratoga.
- d) Minutes of the meetings of the Town of Saratoga or summaries of actions of recent meetings for which minutes have not yet been prepared.
- e) Any audit report prepared for the Town of Saratoga.

The Town has been advised that the opinions and conclusions contained in your report are being provided to the Town of Saratoga, for use by its employees, boards, elected and appointed officials. Although the Town considers the entirety of your report a public document, subject to public dissemination and full disclosure, neither Childress Accounting and Consulting,

nor the Town of Saratoga intend to create in any other individual or entity the status of third-party beneficiary and this report shall not be construed so as to create such status.

The Town acknowledges that this report has been prepared by Childress Accounting and Consulting to assist the Town of Saratoga, its employees, boards, elected and appointed officials with information, opinions and conclusions to be used in determining and performing their obligations as an incorporated town under Wyoming law.

Respectfully,

*JOHN ZEIGER*

John Zeiger, Mayor

