

NOTIFICATION OF WILLINGNESS TO PROVIDE NONAUDIT SERVICES

Firm:	Bobby Singletary, CPA		
Address:	40 Main Street PO Box 867 Hamlet, NC 28345		
Firm Contacts:	Bobby Singletary		
Telephone Number:	910-582-2214		
Fax Number:	910-582-2221		
E-mail:	bes@carolina.rr.com		
Areas of the State in Which the Firm Will Provide the Service			
Anson, Montgomery, Moore, Richmond, and Scotland Counties			
Type Services Non-Audit Firm Will Provide			
<ul style="list-style-type: none"> • Monthly Bookkeeping • Payroll • Year-End Bookkeeping Preparation for Annual Audit 	<ul style="list-style-type: none"> • Preparation of only Management's Discussion and Analysis of the Statements • Preparation of Interim Financial Reports • Preparation of Annual Financial Statements 		
Types of Units That the Firm Will Serve:			
Municipalities (Small)			
Relevant Experience:			
<p>From 1968 until around 1979 I performed audits and prepared financial statements and budget reports for governmental units: City of Rockingham, City of Hamlet, Town of Ellerbe, Town of Whispering Pines, Richmond County and Town of Norman.</p> <p>I set up the accounting and reporting systems for Town of Norman and Town of Dobbins Heights when they first incorporated. In the last two years I have returned to the municipal accounting arena and have formed a joint venture with a CPA firm with years of local government audit experience and am assisting on audits of local governments. I provide accounting services to nonprofit organizations, which deal with fund accounting and budgeting similar to local governments and are subject to some of the same federal and state government rules and regulations, particularly in the area of financial statement presentation, budgeting and the reporting and auditing requirements attached to the receipt of federal and state funds. I have provided bookkeeping and payroll services and have prepared financial statements and budget reports for businesses, nonprofit organizations, trusts and estates for 40 years. I use highly-rated bookkeeping and accounting software and can provide license for an easy to use checkbook software that communicates with my software for a low, one-time license fee which includes all future updates with no additional cost. I will install the software and set it up on your computer and give instructions on how to use it.</p> <p>I am very well versed in governmental budgeting and fund accounting and know how important it is to match revenues and expenditures to the proper budget line items. I offer as references the following nonprofit organizations for which I am currently performing accounting services and for which I have performed a variety of services such as assistance with the establishment of internal control procedures, budget reports, preparation for audit, compilation of financial statements and the preparation of various reports and returns required to be filed with federal and state governments.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> Environmental Impact IRC&D), Inc. 310 Magnolia Square Court Aberdeen, NC 28315-2227 Contact person: Jerry Gullledge Phone: 910-944-4787 </td> <td style="width: 50%; vertical-align: top;"> Resource Institute, Inc. 2714 Henning Drive Winston Salem, NC 27106-4502 Contact person: John Caviness Phone: 910-949-3541 </td> </tr> </table>		Environmental Impact IRC&D), Inc. 310 Magnolia Square Court Aberdeen, NC 28315-2227 Contact person: Jerry Gullledge Phone: 910-944-4787	Resource Institute, Inc. 2714 Henning Drive Winston Salem, NC 27106-4502 Contact person: John Caviness Phone: 910-949-3541
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