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Ravalli County Commissioners



February 20, 2014

Ravalli County Commissioners

215 S. 4th Street Suite A

Hamilton MT 59840

Dear Commissioners,

This letter is to officially inform the Ravalli County Commissioners that the Bitterroot Public Library has not received all of the complete reports required for us to reconcile our tax receivables, and while we have received a payment from the Finance Department in January for money collected in October through December, we are not certain that we have received all tax money and entitlement share due to us. The City of Hamilton handles our accounting and oversees the receipt of our tax money and other receipts.

The last Trial Balance report received was for the month of September, therefore we have not received Trial Balance reports for the months of October, November and December.

Generally, the Treasurer's office had been remitting our tax money and reports within the 3rd week of a month, therefore, we are expecting a remittance at this time.

Since there is no correspondence with the Treasurer's office, we would like to be kept apprised of the availability of payments and reports.

We were appreciative of the last payment that the Ravalli County Finance Department made to us last month.

Thank you for your time and efforts in resolving this matter.

Sincerely,

Trista Smith, Library Director

Glenda Wiles

From: Trista Smith <director@bitterrootpubliclibrary.org>
Sent: Thursday, February 20, 2014 1:31 PM
To: Glenda Wiles
Subject: Letter confirming missing reports for the Bitterroot Public Library
Attachments: commissionerletter_missingreport_0214.docx

Good afternoon Glenda,

I've attached a letter confirming our missing reports. Thank you so much for your guidance in this process. Let me know if I can do anything else to help this process to its resolution.

Thanks,

Trista Smith
Library Director
Bitterroot Public Library