From: Nora Mitchell
To: Schneider, Melody (SAO); Strzalka, Amy (SAO)
Subject: RE: Single Audit Submission - Auditor Completed Certification for CITY OF PORT TOWNSEND - Report ID: 769062
Date: Tuesday, January 22, 2019 2:48:44 PM

Thanks and DONE!

Nora Mitchell | Director, Finance & Administrative Services
City of Port Townsend | www.cityofpt.us | nmitchell@cityofpt.us
250 Madison St. Suite 2, Port Townsend, WA 98368
P:(360) 379-4403 | F:(360) 385-4290

From: Schneider, Melody (SAO) <schneiderm@sao.wa.gov>
Sent: Tuesday, January 22, 2019 12:15 PM
To: Nora Mitchell <NMitchell@cityofpt.us>; Strzalka, Amy (SAO) <strzalkaa@sao.wa.gov>
Subject: RE: Single Audit Submission - Auditor Completed Certification for CITY OF PORT TOWNSEND - Report ID: 769062

Hi Nora,

The Federal Clearinghouse form was kicked back for an error regarding the reporting entity type. We had accidentally selected the City as a "Cash basis" rather than a "Regulatory basis". Therefore, we had to reopen the submission and correct the error. Everything else remains the same from the original submission. If you could certify as the Auditee AND Submit it, that will be great.

Sorry for the inconvenience.

Thank you,

Melody Schneider
Assistant State Auditor
600 Kitsap Street Suite 201
Port Orchard WA 98366
360-895-6133

-----Original Message-----
From: Nora Mitchell <NMitchell@cityofpt.us>
Sent: Tuesday, January 22, 2019 12:11 PM
To: Schneider, Melody (SAO) <schneiderm@sao.wa.gov>; Strzalka, Amy (SAO) <strzalkaa@sao.wa.gov>
Subject: RE: Single Audit Submission - Auditor Completed Certification for CITY OF PORT TOWNSEND - Report ID: 769062

I am not sure why I am getting these at this time. Any ideas?

Nora Mitchell | Director, Finance & Administrative Services City of Port Townsend | www.cityofpt.us | nmitchell@cityofpt.us
250 Madison St. Suite 2, Port Townsend, WA 98368
P:(360) 379-4403 | F:(360) 385-4290

-----Original Message-----
From: Federal Audit Clearinghouse <govs.fac.ides@census.gov>
Sent: Tuesday, January 22, 2019 11:21 AM
To: Nora Mitchell <NMitchell@cityofpt.us>; SCHNEIDERM@SAO.WA.GOV; STRZALKAA@SAO.WA.GOV
Subject: Single Audit Submission - Auditor Completed Certification for CITY OF PORT TOWNSEND - Report ID: 769062

CAUTION: This email contains a hyperlink and was originated from outside of the organization. Use extreme care when clicking links and opening attachments.

01/22/2019

AUDITEE NAME: CITY OF PORT TOWNSEND
REPORT ID: 769062
FISCAL YEAR END DATE: 12/31/2017

The auditor has electronically certified (signed) the Form SF-SAC for the above referenced organization.

After the auditor and auditee have both certified the Form SF-SAC, please complete the final step and submit the Single Audit package.

Sincerely,
Federal Audit Clearinghouse
https://scanmail.trustwave.com/?c=16439&d=pO3H3E9_M5XxnpryI9EFx565UGVBwzIRN_fFyvq6UQ&u=https%3a%2f%2fharvester%2ecensus%2egov%2ffacidesgovs.fac.ides@census.gov