

# BOYETTE SPRINGS

## Boyette Springs Homeowners Association

PO Box 2773 Riverview FL 33568

January 10, 2018

Fontana CPAs  
13007 West Linebaugh Ave.  
Tampa, FL 33626

Ladies and Gentlemen:

This representation letter is provided in connection with your audit of the financial statements of Boyette Springs Homeowners Association, Inc., (the "Organization") which comprise the statement of financial position as of December 31, 2014, December 31, 2015 and December 31, 2016 and the related statement(s) of activities, and cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of January 10, 2018, the following representations made to you during your audit.

### **Financial Statements**

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated July 11, 2017.
2. The financial statements referred to above are fairly presented in conformity with U.S. generally accepted accounting principles.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5. Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
6. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.

7. All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
8. The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
9. Material concentrations have been appropriately disclosed in accordance with U.S. GAAP.
10. Guarantees, whether written or oral, under which the organization is contingently liable, have been properly recorded or disclosed in accordance with U.S. GAAP.

### **Information Provided**

We have provided you 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) Minutes of the meeting of the Organization or summaries of actions of recent meetings for which minutes have not yet been prepared.
  - c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
11. All material transactions have been recorded in the accounting records and are reflected in the financial statements.
  12. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
  13. We have no knowledge of any fraud or suspected fraud that affects the organization and involves:
    - a) Management,
    - b) Employees who have significant roles in internal control, or
    - c) Others where the fraud could have a material effect on the financial statements.
  14. We have no knowledge of any allegations of fraud or suspected fraud affecting the organization's financial statements communicated by employees, former employees, grantors, regulators, or others.
  15. We have disclosed to you all known instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.
  16. We have disclosed to you all known actual or possible litigation, claims, and assessment whose effects should be considered when preparing the financial statements.
  17. We have disclosed to you the identity of the organization's related parties and all the related party relationships and transactions of which we are aware.
  18. We have disclosed to you any guarantees, whether written or oral, under which the Organization is contingently liable.
  19. The organization has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral, except as disclosed in the financial statements.
  20. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on

the determination of financial statement amounts or other financial data significant to the audit objectives.

21. Boyette Springs Homeowners Association, Inc., Inc. is an exempt organization under Section 501(c)4 of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the Organization's tax-exempt status, and all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.
22. The Organization has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or net asset balances.
23. There are no estimates that may be subject to a material change in the near term that have not been properly disclosed in the financial statements. We understand that *near term* means the period within one year of the date of the financial statements. In addition, we have no knowledge of concentrations existing at the date of the financial statements that make the organization vulnerable to the risk of severe impact that have not been properly disclosed in the financial statements.
24. The Organization does not have any line of credits or other debt arrangements, except as disclosed in the notes to the financial statements.
25. The Organization has a reasonable basis for the allocation of functional expenses.
26. There are no—
  - a) Violations or possible violations of laws and regulations and provisions of contracts and grant agreements whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
  - b) Liabilities or gain or loss contingencies that are required to be accrued or disclosed by Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) *450 Contingencies*.
  - c) Designations of net assets disclosed by you that were not properly authorized and approved, or reclassifications of net assets that have not been properly reflected in the financial statements.
  - d) Significant affiliation relationships requiring disclosure.
  - e) Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and lines of credit or similar arrangements.
  - f) Allegations, either written or oral, of misstatements or other misapplications of accounting principles in the Organization's financial statements.
  - g) Allegations, either written or oral, of deficiencies in internal control that could have a material effect on the Organization's financial statements.
  - h) False statements affecting the Organization's financial statements made to you.
  - i) Material transactions that have not been properly recorded in the accounting records underlying the financial statements.
27. We have complied with all restrictions on resources (including donor restrictions) and all aspects of contractual and grant agreements that would have a material effect on the financial statements in the event of noncompliance. This includes complying with donor requirements to maintain a specific asset composition necessary to satisfy their restrictions.

28. The Organization is not subject to the requirements of OMB Circular A-133, as it did not expend more than \$750,000 in federal awards during the year ended December 31, 2016 or more than \$500,000 during the years ended December 31, 2015 and December 31, 2014.
29. The Organization is not subject to the requirements of the Florida Single Audit as it did not expend more than \$750,000 in State awards during the year ended December 31, 2016 or more than \$500,000 during the years ended December 31, 2015 and December 31, 2014.
30. As part of your audit, you prepared the draft financial statements and related notes. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have made all management decisions and performed all management functions. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
31. We understand that as part of your audit, you prepared the adjusting journal entries and acknowledge that we have reviewed and approved those entries and accepted responsibility for them.
32. The draft financials and audit adjustments have been reviewed and approved by the Executive Officer prior to issuance.
33. Management has evaluated subsequent events through January 10, 2018, the date which the financial statements were available for issue. Management has concluded that there are no subsequent events requiring disclosure.

Very truly yours,

Boyette Springs Homeowners Association, Inc.

Jim Mason  
*Board President*