

October 17, 2022

**Board of Directors**  
**Streamlined Sales Tax Governing Board, Inc.**  
100 Majestic Drive, Suite 400  
Westby, Wisconsin 54667

We have audited the financial statements of Streamlined Sales Tax Governing Board, Inc. (the Governing Board) for the year ended June 30, 2022, and we will issue our report thereon dated October 17, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter dated August 15, 2022. Professional standards also require that we communicate to you the following information related to our audit.

## **Significant Audit Matters**

### ***Qualitative Aspects of Accounting Practices***

You are responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Streamlined Sales Tax Governing Board, Inc. are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2022. We noted no transactions entered into by the Governing Board during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements and are based on your knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the functional allocation of costs to programs and supporting services in the statements of activities is based upon management's estimate of staff time spent in each area and invoices directly related to a specific program. We evaluated the key factors and assumptions used to develop the functional allocation of costs to programs and supporting services in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

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The disclosure of the availability of the Governing Board's financial assets in Note 2 to the financial statements. Per the adoption of ASU 2016-14, the Governing Board must disclose quantitative and qualitative information about the availability of and how it manages its liquid available resources to meet cash needs for general expenditures within one year of the balance sheet date.

The financial statement disclosures are neutral, consistent, and clear.

***Difficulties Encountered in Performing the Audit***

We encountered no significant difficulties in dealing with management in performing and completing our audit.

***Corrected and Uncorrected Misstatements***

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

***Disagreements with Management***

For purposes of this letter, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

***Management Representations***

We have requested certain representations from management that are included in the management representation letter dated October 17, 2022, a copy of which is attached.

***Management Consultations with Other Independent Accountants***

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Governing Board's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

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***Other Audit Findings or Issues***

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Governing Board's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of the Board of Directors of Streamlined Sales Tax Governing Board, Inc. and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink that reads "Snyder Cohn, PC". The signature is written in a cursive, flowing style.

SNYDER COHN, PC  
North Bethesda, Maryland



October 17, 2022

Snyder Cohn, PC  
11200 Rockville Pike, Suite 415  
North Bethesda, MD 20852

This representation letter is provided in connection with your audits of the financial statements of Streamlined Sales Tax Governing Board, Inc. (the Governing Board), which comprise the statements of financial position as of June 30, 2022 and 2021, and the related statements of activities, functional expenses, and cash flows for the years 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 October 17, 2022, 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 August 15, 2022, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP.
- 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 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 uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is attached to the representation letter.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Significant estimates and material concentrations have been properly disclosed in accordance with U.S. GAAP.



- 11) Guarantees, whether written or oral, under which the Governing Board is contingently liable, have been properly recorded or disclosed in accordance with U.S. GAAP.

**Information Provided**

- 12) 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) Additional information that you have requested from us for the purpose of the audit.
- c) Unrestricted access to persons within the Governing Board from whom you determined it necessary to obtain audit evidence.
- d) Minutes of the meetings of the Governing Board or summaries of actions of recent meetings for which minutes have not yet been prepared.

- 13) All material transactions have been recorded in the accounting records and are reflected in the financial statements.

- 14) 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.

- 15) We have no knowledge of any fraud or suspected fraud that affects the Governing Board 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.

- 16) We have no knowledge of any allegations of fraud or suspected fraud affecting the Governing Board's financial statements communicated by employees, former employees, analysts, regulators, or others.

- 17) We have no knowledge of any instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.

- 18) We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with U.S. GAAP, and we have not consulted a lawyer concerning litigation, claims, or assessments.

- 19) We have disclosed to you the names of all of the Governing Board's related parties and all the related party relationships and transactions, including any side agreements.

- 20) The Governing Board 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.

- 21) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us.

- 22) Streamlined Sales Tax Governing Board, Inc. is an exempt Organization under Section 501(c)(6) of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the Governing Board'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.

- 23) In regard to the nonattest services performed by you, we have—

- a) Assumed all management responsibilities.
- b) Designated an individual (within senior management) with suitable skill, knowledge, or experience to oversee the services.

# Streamlined Sales Tax Governing Board, Inc.

- c) Evaluated the adequacy and results of the services performed.
- d) Accepted responsibility for the results of the services.

Streamlined Sales Tax Governing Board, Inc.

A handwritten signature in black ink, appearing to read "Craig Johnson", written over a horizontal line.

Craig Johnson, Executive Director

Streamlined Sales Tax Governing Board, Inc.  
Effect of Unadjusted Differences  
June 30, 2022

Listing of differences over: \$ 2,500 Financial Statement Materiality: \$ 25,000

Effects of Passing Adjustment - Overstated/(Understated)				
Assets	Liabilities	Revenues	Expenses	Equity
			</	

We believe the effects of the uncorrected financial statement misstatements summarized above are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Streamlined Sales Tax Governing Board, Inc.

*Craig Johnson*

Client Representative Name and Title

Craig Johnson, Executive Director

Client Representative Name and Title