



North & East Lubbock
 Community Development Corporation
 P.O. Box 3893 Lubbock, Texas 79452
 Phone: (806) 747-5937 Fax: (806) 747-5934
 Email: mc_nelcdc@outlook.com

Board of Directors

February 11, 2016

David Haynes
 Chairperson

Garrett and Swann, LLP
 P.O. Box 53730
 Lubbock, Texas 79453

Henry Ray Lozada
 Vice Chairperson

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Sonny Garza
 Asst. Treasurer

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Advisory Members

Greg Jones

David Langston

This representation letter is provided in connection with your audit of the statements of financial position of North and East Lubbock Community Development Corporation and Subsidiary (the "Organization") as of September 30, 2015, and the related statements 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 Generally Accepted Accounting Principles (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 February 11, 2016, 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 21, 2015, including our responsibility for the preparation and fair presentation of the financial statements in accordance with GAAP.
2. The financial statements referred to above are fairly presented in conformity with generally accepted accounting principles (GAPP).
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to the preparation and fair presentation of financial statements 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. The significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.



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6. Related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of 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.
9. The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with GAAP.
10. Material concentrations have been appropriately disclosed in accordance with GAAP.
11. Guarantees, whether written or oral, under which the organization is contingently liable, have been properly recorded or disclosed in accordance with GAAP

Information Provided

12. The NELCDC provided Garrett & Swann, LLP 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 Organization from whom you determined it necessary to obtain audit evidence; and
 - 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 properly 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 disclosed to you knowledge of any fraud or suspected fraud affecting the Organization involving:
 - 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.



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16. We have disclosed to you knowledge of any allegations of fraud or suspected fraud affecting the Organization's financial statements communicated by employees, former employees, grantors, 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 against the NELCDC, that are required to be accrued or disclosed in the financial statements in accordance with GAAP, and we have not consulted a lawyer concerning litigation, claims, or assessments.
19. 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. 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 made known to you and disclosed in the notes to the financial statements.
21. 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.
22. NELCDC is an exempt organization under Section 501(c)3 of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the NELCDC's tax-exempt status, and all activities subject to tax on unrelated business income, excise or other taxes, have been disclosed to you. All required filings with tax authorities are up-to-date or in the process thereof.
23. As part of your audits, you prepared the draft financial statements and related notes and supplementary schedules. 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 and supplementary schedules.

Monique Coleman
 Monique Coleman
 Executive Director
 North & East Lubbock CDC

February 11, 2016
 Date