

1 [MuniServices, LLC to Examine Confidential State Board of Equalization Tax Records]

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3 **Resolution authorizing MuniServices, LLC (Contractor) to examine sales or**
4 **transactions and use tax records of the State Board of Equalization on behalf of the**
5 **City and County of San Francisco pursuant to California Revenue and Taxation Code**
6 **Section 7056.**

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8 WHEREAS, Pursuant to California Revenue and Taxation Code Section 7056, the
9 City, may designate any officer, employee or any other person to examine all of the sales
10 or transactions and use tax records of the State Board of Equalization (“Board of
11 Equalization”) pertaining to sales or transactions and use taxes collected for the City; and,

12 WHEREAS, The City has entered into agreements for sales or transactions and use
13 tax audit and information services with the firm of MuniServices, LLC to designate
14 MuniServices, LLC (“Contractor”) as the authorized Contractor to examine the Board of
15 Equalization's records of sales or transactions and use taxes collected for the City; now,
16 therefore, be it

17 RESOLVED, That in all respects as set forth above, the City hereby certifies to the
18 Board of Equalization that the Contractor is the designated representative of the City to
19 examine all of the sales or transactions and use tax records of the Board of Equalization
20 pertaining to sales or transactions use taxes collected by the Board of Equalization on
21 behalf of the City; and, be it

22 FURTHER RESOLVED, That pursuant to California Revenue and Taxation Section
23 7056(b), the City certifies that the Contractor meets all of the following conditions:

24 a. Contractor has an existing agreement with the City to examine sales or
25 transactions and use tax records;

1 b. Contractor is required to disclose information contained in, or derived from,
2 those sales or transactions and use tax records only to an officer or employee of the City
3 who is authorized by the City by resolution to examine the information;

4 c. Contractor is prohibited from performing consulting services for a retailer
5 during the term of the contract; and

6 d. Contractor is prohibited from retaining the information contained in, or derived
7 from, those sales or transactions and use tax records after the contract has expired.

8 FURTHER RESOLVED, That the Clerk of the Board of Supervisors shall transmit a
9 certified copy of this Resolution and send a fax or a portable document format (pdf) via e-mail
10 of the resolution to:

11 State Board of Equalization
12 P.O. Box 942879
 Sacramento, CA 94279-0027
13 Attn: Donna Puchalski, Senior Tax Auditor
 Donna.Puchalski@boe.ca.gov
14 fax: (916) 324-8117

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16 APPROVED:
17 Office of the Controller

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19 By: _____
 Benjamin Rosenfield

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