

1 [Authorized Representative in Sales and Use Tax Records Examination - MuniServices,
2 LLC]

3 **Resolution designating MuniServices, LLC, as the City and County of San**
4 **Francisco's authorized representative in Sales and Use Tax Records Examination.**

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

10 WHEREAS, The City has entered into a no fee agreement for sales tax data
11 analysis and report with the firm of MuniServices, LLC, and designate MuniServices, LLC,
12 as the authorized Contractor to examine the Board of Equalization's records of sales and
13 use taxes collected for the City; now, therefore, be it

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

18 FURTHER RESOLVED, That pursuant to California Revenue and Taxation, Section
19 7056(b), the City certifies that the Contractor meets all of the following conditions:

- 20 a. Contractor has existing agreement with the City to examine sales and use tax
21 records;

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1 b. Contractor is required to disclose information contained in, or derived from,
2 those sales tax records only to an officer or employee of the City who is authorized by the
3 City 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 tax records after the contract has expired.

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9 APPROVED:

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12 Controller

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