



TENNESSEE

A C WHARTON, JR. - Mayor
GEORGE M. LITTLE - Chief Administrative Officer
EXECUTIVE DIVISION
Internal Audit Service Center
LEON PATTMAN, CIA, CISA, CRMA, CMFO
City Auditor

November 25, 2014

Wingate Inn
c/o Mr. Amer Salmon, Director of Operations
Integral Hospitality Solutions, LLC
3516 Vann Road Suite 106
Birmingham, AL 35235

Dear Mr. Salmon:

Pursuant to Tennessee Code Annotated Section 67-4-1409, the City's Internal Audit Department conducted an examination of the records supporting the Hotel Motel Occupancy Tax returns for Wingate Inn. The scope of the examination was limited to the occupancy tax returns and support documentation for October 1, 2011 through September 30, 2014.

The intent of this letter is to communicate examination results to the hotel operator. The results are being provided to you as the official designee for conveying this information to the hotel operator. If you feel this information should not be provided to you, please contact us immediately.

With respect to gross occupancy revenue reported on the City occupancy tax returns, based upon the specific months tested, records reviewed provided reasonable assurance that the returns were valid. However, we found that excess taxes were remitted to the City from the inaccurate assessment of penalties and interest for late tax payments covering the period July through December 2012. As a result, the City was overpaid \$1,020.74. Our examination may not necessarily disclose all weaknesses related to the Hotel Motel Occupancy Tax returns. The results of our examination will be forwarded to the City Treasurer.

We appreciate the cooperation we received from you and your staff during our examination. If you have any questions or concerns, please feel free to contact Debbie Banks, City Audit Supervisor at (901) 636-6241.

Sincerely,

Leon Pattman, CIA, CISA, CRMA, CMFO
City Auditor

c: Brian Collins, Director, Finance Division, City of Memphis
Marie Kirk Owens, City Treasurer, Finance Division
Johnathan Darden, General Manager