

1. Is the prior auditor being considered for re-appointment? **Yes**

2. Please provide us a brief summary of the accounting department personnel and their relevant experience. **PSF's accounting department has a CFO, VP of Financial Services, Accounting Manager and Budget Manager. The CFO, VP of Financial Services and Accounting Manager have all been with PSF for multiple years. Additionally, the accounting function has been outsourced to James Moore for more than 10 years and they have a team dedicated to our account.**

3. Are there any auditing problems/difficulties we need to be made aware of? **None**

4. Is all the accounting performed in one office, on one system? If not, how many accounting systems and locations are involved? **James Moore is our fiscal agent and maintains our accounting software. We also have a state system FSFN.**

5. Is the fixed asset detail maintained in a fixed asset software system or on excel spreadsheets? **Fixed asset software maintained by James Moore**

6. Do you typically prepare the financial statements and footnotes or does the audit firm prepare them? **Financial statements are produced in excel out of our accounting software; audit firm prepares the footnotes with review from James Moore and PSF staff.**

7. Could you please provide a copy of the June 30, 2020 Form 990? **6/30/2020 Form 990 has not been filed yet.**

8. Can you provide the prior year trial balance and audit adjustments, if any? Or give an indication of the number of adjustments and a description of the entries, if any? **We have not had any audit adjustments.**

9. May we please get a copy of the budget or any interim financial statements for the current fiscal year? **We will not be posting on our website, but any firms wanting a copy can request a copy of our 12/31/2020 compiled financials from the Procurement Manager, Alison Glover, at alison.glover@pfsf.org.**

10. If possible, can you indicate the professional fees for 2020 or the number of hours incurred on the engagement? **We are not disclosing this information.**