



A Community of Friends



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February 27, 2017

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Dear Prospective Auditor:

A Community of Friends (ACOF) is requesting proposals from qualified firms of Certified Public Accountants to audit the consolidated financial statements of the Organization. The audit will cover the fiscal year ending June 30, 2017 and is anticipated to be a minimum three year commitment. These audits are to be performed in accordance with generally accepted auditing standards in the United States of America.

ACOF is a nonprofit housing developer and provider for people with special needs. ACOF develops properties throughout Los Angeles and adjacent counties, providing permanent, affordable, service-enriched and supportive housing for formerly homeless adults and families living with mental illness, senior citizens and other low income households. Our current audited financial statement and information return may be found on our website at <https://www.acof.org/financial-information>.

Our 'Request for Proposal' outlines our expectations, terms of engagement, and nature of services required and may be found at <https://www.acof.org/request-for-proposal>. The password to access the RFP may be obtained via e-mail from Renae S. DeMent, Director of Finance at rdement@acof.org. The deadline to respond to this request is March 31, 2017, at 5 p.m.

Thank you for your interest and we look forward to your proposal.

Sincerely,

Michael Linsk
Chair, Audit Committee