



## IMPORTANT NOTIFICATION

### ~Annual License Plate Audit~

Effective September 30, 2019 all EFS dealers will be responsible for conducting and reconciling their respective Annual License Plate Audit each year. This audit is a full accounting of physical inventory on hand against DHSMV's official inventory listing.

#### **Requirements:**

- Audit completed by dealership designee
- Your Inventory Report must be pulled at end of day on September 30, 2019 to avoid errors. *Please contact your local vendor for instructions*
- The Inventory Report is compared against physical inventory you have on hand
- Missing inventory must be listed on the *Discrepancy of License Plates* form. This form is submitted to the Lee County Tax Collector's office designee along with full payment for any unaccounted for inventory by October 31 of current audit year. No exceptions
- Every EFS dealer must complete the *Discrepancy of License Plates* form. If there is no missing inventory, complete form accordingly by initialing the appropriate box and signing the form

As always, our office will be available to assist and answer questions.



**EFS SITE  
INVENTORY VERIFICATION  
FY 2018/2019**

**DISCREPANCY OF LICENSE PLATES**

**Dealer Name:** \_\_\_\_\_

**Please list the license plate number(s) below that are missing from your inventory. You will be required to submit payment of \$28.00 per plate. Payment is required no later than Oct. 31, 2019.**

**Submit a copy of this discrepancy sheet along with your payment.**

LICENSE PLATE	COMMENT	LICENSE PLATE	COMMENT

\_\_\_\_\_ **Initial here if there are no discrepancies.**

**Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true and correct.**

**Date Inventory Verified:** \_\_\_\_\_

**Inventory verified by** \_\_\_\_\_  
**Dealership Employee Printed Name**

\_\_\_\_\_  
**Signature**

**Inventory verified by** \_\_\_\_\_  
**Dealership Employee Printed Name**

\_\_\_\_\_  
**Signature**