



City of Conway, Arkansas
CITY COUNCIL
Agenda • February 8, 2022

www.conwayarkansas.gov

Elected Officials

Mayor Bart Castleberry
City Clerk Michael O. Garrett
City Attorney Charles Finkenbinder

Ward 1 Position 1 – Andy Hawkins
Ward 1 Position 2 – David Grimes
Ward 2 Position 1 – Anne Tucker
Ward 2 Position 2 – Shelley Mehl
Ward 3 Position 1 – Mark Ledbetter
Ward 3 Position 2 – Mary Smith
Ward 4 Position 1 – Theodore Jones Jr.
Ward 4 Position 2 – Shelia Isby

5:30pm

6:00pm:

Call to Order:

Roll Call:

Minutes Approval:

No Committee Meeting

City Council Meeting • City Council Chambers, 1111 Main Street

Bart Castleberry, Mayor

Michael O. Garrett, Clerk/Treasurer

January 25th, 2022

A. Community Development Committee (Airport, Community Development, Code Enforcement, Permits, Inspections, & Transportation, Planning & Development)

1. Consideration to approve the nominations for the Oak Grove Cemetery Board.
2. Ordinance accepting and appropriating funds received for the Conway Regional Airport.
3. Resolution approving professional audit services for the City of Conway.

B. Public Safety Committee (Animal Welfare Unit, Communication Emergency Operations Center, Department of Information Systems & Technology, District Court, Fire, Office of the City Attorney, & Police)

1. Ordinance to waive the competitive bid process for the purchase of vehicles for the Conway Police Department.

C. New Business

1. Consideration to approve a taxicab permit for Shaun's Cab Service.
2. Consideration to approve a taxicab permit for Conway Checkers Cab, LLC.

Adjournment

City of Conway, Arkansas
Office of the Mayor
Mayor Bart Castleberry
1111 Main Street
Conway, AR 72032
www.conwayarkansas.gov

MEMO

To: Mayor Castleberry
CC: City Council Members

From: Felicia Rogers
Date: January 7, 2022
Re: Oak Grove Cemetery

The Oak Grove Cemetery would like to nominate Ellen Gordy for an additional 5-year term, (ending December 2026) and Mr. John Courtway will serve out the remaining two years of another board members term that stepped down and that term will expire in 2023.

Please advise if you have any questions.



City of Conway, Arkansas
Ordinance No. O-22-

AN ORDINANCE ACCEPTING AND APPROPRIATING PROCEEDS RECEIVED FROM CONWAY AIRCRAFT FOR THE AIRPORT DEPARTMENT, AND FOR OTHER PURPOSES:

WHEREAS, payment funds in the amount of \$291,014.79 were received from Conway Aircraft to cover costs associated with the construction of a maintenance hangar for fiscal year 2021; and

WHEREAS, the Airport department requests the acceptance and appropriation of these funds.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS THAT:

Section 1. The City of Conway shall appropriate \$291,014.79 from the Miscellaneous Revenue account (550.109.4799) to the CIP – Misc account (550.109.5990) in the 2021 budget.

Section 2. All ordinances in conflict herewith are repealed to the extent of the conflict.

Passed this 8th day of February 2022.

Approved:

Mayor Bart Castleberry

Attest:

Michael O. Garrett
City Clerk/Treasurer



**City of Conway, Arkansas
Resolution No. R-22-_____**

**AN RESOLUTION APPROVING PROFESSIONAL AUDIT SERVICES FOR THE CITY OF CONWAY;
AND FOR OTHER PURPOSES**

Whereas, the City of Conway solicited Request for Qualifications for professional audit services and received one response; and

Whereas, the City of Conway determined the qualifications, prior experience, demonstration of commitment to well trained staff, and cost of audit services from BKD CPAs & Advisors (BKD) were satisfactory; and

Whereas, the 2022 base fee proposed by BKD is \$128,000 and this cost for these professional services is included in the 2022 General Fund Budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS THAT:

Section 1. The City of Conway shall accept the Statement of Qualifications from BKD and enter a contract with the for professional audit services.

Section 2. All resolutions in conflict herewith are repealed to that extent of the conflict.

PASSED this 8th day of February 2022.

Approved:

Mayor Bart Castleberry

Attest:

**Michael O. Garrett
City Clerk/Treasurer**



**City of Conway, Arkansas
Ordinance No. O-22- _____**

AN ORDINANCE TO WAIVE THE COMPETITIVE BID PROCESS FOR THE PURCHASE OF (6) NEW VEHICLES FOR THE CONWAY POLICE DEPARTMENT; DECLARING AN EMERGENCY; AND FOR OTHER PURPOSES

Whereas, the Conway Police Department needs to purchase new vehicles. This purchase will include six (6) 2022 Chevrolet Police Package Tahoes with the upfit included; and

Whereas, Dana Safety Supply is currently the only manufacturer who can supply these Police Vehicles, therefore, we request City Council to waive the bid process and approve the purchase of six (6) vehicles in the amount of \$287,490.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS THAT:

Section 1. The City of Conway shall waive competitive bid requirements for six (6) Chevrolet Tahoes and upfit.

Section 2. The City of Conway shall enter into an agreement to purchase six (6) Chevrolet Tahoe’s and upfit from Dana Safety Supply in the amount of \$287,490.00.

Section 3. All ordinances in conflict herewith are repealed to the extent of the conflict.

Section 4. This ordinance is necessary for the protection of the public peace, health and safety, an emergency is hereby declared to exist and this ordinance shall be in full force and effect from and after its passage and approval.

PASSED this 8th day of February ,2022.

Approved:

Mayor Bart Castleberry

Attest:

**Michael O. Garrett
City Clerk/Treasurer**



APPLICATION FOR LICENSE TO OPERATE TAXI-CAB

TO THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS:

The undersigned hereby makes application for license to operate taxi-cab within said city, in accordance with the provisions of Ordinance No. A-415, passed June 9th, 1964, and all amendments made here-to, and makes the following statements and representations in support of this application:

BUSINESS

Business Name: Shaun's Cab Company Service

Address: 52 Langley Trail Park Lot 52
Conway, AR 72032

Owner: Lashundia Akins

Vehicle

Year	2001	Make	Nissan	Model	Xterra	VIN #	5N1ED28T51C552397	Permit #	#080
Year	_____	Make	_____	Model	_____	VIN #	_____	_____	_____
Year	_____	Make	_____	Model	_____	VIN #	_____	_____	_____
Year	_____	Make	_____	Model	_____	VIN #	_____	_____	_____
Year	_____	Make	_____	Model	_____	VIN #	_____	_____	_____

Permit number: #080

INSURANCE

Amount of Liability and Property Damage Insurance: 50,000

Name of Insurance Company: Direct Insurance Policy number: 2013812958

Date of insurance: 12/06/2021 TO 12/06/2022



FEES

Amount of fees: \$10.00 X 1 vehicles Total Due \$ 10.00

Date Paid: From: 1-10-22 To June 30, 20 22

I further state that I have read and am familiar with all provisions of said Ordinance No. A-415 and all amendments made here-to; that I will in good faith comply with all the terms of said ordinance; and I further agree that in event I, or any of my agents or employees, shall violate any of the provisions of said Ordinance, the license issued to me for the operation of the above described automobile as a taxi-cab may be revoked in accordance with the provisions of said Ordinance, and any license fee I may have paid for the issuance of a license on said taxi-cab shall not be refunded.

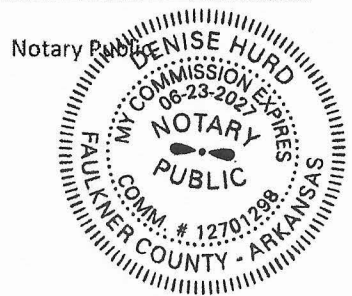
Date of application: 01/10/2022

Signed: Lashundia Akins

Subscribed and sworn to before me on this 10th day of January, 20 22

My commission expires: 06-23-2027

Dewitt





CITY OF CONWAY TAXI DRIVER APPLICATION

TO THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS:

The undersigned hereby makes application for license to operate taxi-cab within said city, in accordance with the provisions of Ordinance No. A-415, passed June 9, 1964, and all amendments made here-to, and makes the following statements and representations in support of this application:

NAME OF TAXI SERVICE: Shaun's Cab Service

BUSINESS ADDRESS: 52 Langley Trail Park Lot 52

DRIVERS FULL NAME: Lashundia V. Akins
FIRST MI LAST

HOME ADDRESS: 52 Langley Trail Park Lot 52
Conway, AR 72032

DATE OF BIRTH: [REDACTED]

\$5.00 PERMIT FEE DATE PAID: 1-10-2022

COPY OF APPROPRIATE ARKANSAS DRIVERS LICENSE WITH "P" ENDORSEMENT

I further state that I have read and am familiar with all provisions of said Ordinance No. A-415 and all amendments made here-to; that I will in good faith comply with all the terms of said ordinance; and I further agree that in event I, or any of my agents or employees, shall violate any of the provisions of said Ordinance, the license issued to me for the operation of the above described automobile as a taxi-cab may be revoked in accordance with the provisions of said Ordinance, and any license fee I may have paid for the issuance of a license on said taxi-cab shall not be refunded.

Lashundia Akins

01/10/2022

SIGNATURE

DATE



Arkansas
Personal Auto
Insurance Application

Direct Insurance Company
PO Box 3199
Winston Salem, NC 27102-3199

AR

0000002966682500010296623510006074002030019000010005

Policy #: 2013812958	Effective Date: 12/06/2021	Time: 11:22 AM	Amount Enclosed: \$95.09
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Agency Information

Agency Name: Direct General Insurance Agency Inc - 2600	Producer: Tony Nichols
Agency Number-Producer Code: 9012384	Agency E-Mail: bu2600@ngic.com

Applicant Information

Applicant Name: Lashundia V Akins		Social Security #:	
Affinity Group: Direct General			
Mailing Address: 52 Langley Trail Park Lot 52	City: Conway	State: AR	Zip: 72032
E-Mail Address: shaun0770@gmail.com	Phone Number: 501-585-8911	Work Number:	

Payment Options

Policy Term	# of Payments	Payment Type	Account #
12	11	Direct Bill	

Underwriting Information

Prior Company Name:	Policy Discount and Surcharge Information Accident Free Claims Free Multiproduct Discount New Business Discount Paperless Discount Welcome Back Discount Excluded Operator Surcharge
Prior Policy Expiration/ Cancellation Date:	
Prior BI Limits:	

Vehicle Information

Veh	Terr	Year	Make	Model	Serial (VIN) Number	Usage	Veh Sym
1	95	2001	NISS	XTERRA X		Pleasure/Commute	EG0412

Coverage Information - 2001 NISS XTERRA XE/SE

Coverages	Limits/Deductibles	Premium
Bodily Injury	\$25,000 Each Person / \$50,000 Each Accident	\$468.00
Property Damage	\$25,000 Each Accident	\$423.00
Combined Vehicle Premium:		\$891.00
Additional Charges:		\$60.00
Total 12 Month Policy Premium:		\$951.00

00000029668826000102966235100060740020300190000020005

Driver and Household Member Information

List all persons living in your household who are 14 years of age or older. In addition, list all persons who are "regular operators" of your vehicle whether living in your household or not. For purposes of this requirement, a "regular operator" is anyone who has used the vehicle under this policy at least once a week, or 2 days in a row, or at least 7 times over the last 6 months.

NOTE: You have a continuing duty during the life of the issued policy to notify the Company within 7 days from when any household member turns 14 years of age or obtains a learner's permit or a driver's license, whichever is earlier. In addition, you have a continuing duty during the life of the policy to notify the Company within 7 days from when a person age 14 years or older becomes a member of your household or regular operator.

	Name (As shown on license)	Drivers License Number	License State	Driver Status	Date of Birth	Gender	Marital Status	Relationship to Applicant
1	Lashundia V Akins	XXXXX3281	AR	Rated Driver	████████	Female	Single	Named Insured
2	Rocalyn Akins			Excluded Driver	████████	Female	Separated	Child

Driver and Household Member Information (continued)

	SR-22	Discounts and Surcharges
1	No	
2	No	

Thank you for insuring with us! Here are your identification cards for proof of insurance.

Direct AUTO INSURANCE			
ARKANSAS AUTOMOBILE INSURANCE CARD		KEEP THIS CARD IN YOUR MOTOR VEHICLE	
Direct Insurance Company PO Box 3199 Winston Salem, NC 27102-3199	NAIC NUMBER 37220	Report all accidents immediately to: Direct Auto Insurance Toll free at: 800-403-1077	
INSURED Lashundia V Akins 52 Langley Trail Park Lot 52 Conway, AR 72032	POLICY NUMBER [REDACTED]		
	EFFECTIVE DATE 12/6/2021		
	EXPIRATION DATE 12/6/2022		
		Excluded Driver(s)	
YEAR	MAKE	MODEL	VEHICLE IDENTIFICATION NUMBER
2001	NISS	XTERRA X	5N1ED28T51C552397
AGENCY:		9012384	
Direct General Insurance Agency Inc - 2600 10101 Mabelvale Plaza Dr Suite 4 Little Rock, AR 72209		(501) 568-0300	
		MOD: 00	10043AR (03012010)

▲
Cut On Solid Line – Fold On Dotted Line

These are your Temporary ID Cards.
Your Permanent ID Cards will arrive soon in the mail with your Policy.

City of Conway
1201 Oak Street
Conway, AR 72032

REG# CWY-CC5559 OP# dhurd
01/10/2022 8:40 AM
Receipt# 00125437
51031 01 2022

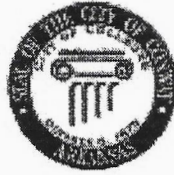
LASHAUNDIA AKINS
TAXI SERVICE

NEW TAXI SERVICE
JANUARY 2022

001-119-4799		
Taxi Franchise		10.00
001-119-4799		
Taxi Driver Fee		
e		5.00
Total		15.00
Cash	10	10.00
Cash	5.	5.00
Change		0.00

-- Thank You --

RECEIVED FEB 01 2022



APPLICATION FOR LICENSE TO OPERATE TAXI-CAB

TO THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS:

The undersigned hereby makes application for license to operate taxi-cab within said city, in accordance with the provisions of Ordinance No. A-415, passed June 9th, 1964, and all amendments made here-to, and makes the following statements and representations in support of this application:

BUSINESS

Business Name: Conway Checker Cab, LLC

Address: 700 S German Ln, Suite 201, Conway, AR 72034
P.O. Box 992, Conway, AR 72033
501-600-2022 hail@conwaycheckercab.com

Owner: J. Tyler Henderson

Vehicle

Permit #

Year <u>2021</u>	Make <u>Kia</u>	Model <u>Forte</u>	VIN # <u>3KPF24ADXME274106</u>	_____
Year _____	Make _____	Model _____	VIN # _____	_____
Year _____	Make _____	Model _____	VIN # _____	_____
Year _____	Make _____	Model _____	VIN # _____	_____
Year _____	Make _____	Model _____	VIN # _____	_____

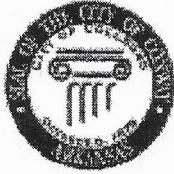
Permit number: _____

INSURANCE

Amount of Liability and Property Damage Insurance: \$50k/\$100k/\$30k

Name of Insurance Company: Progressive Policy number: 955590521

Date of insurance: February 1, 2022 TO February 1, 2023



FEES

Amount of fees: \$10.00 X 1 vehicles Total Due \$ 10.00

Date Paid: From: 1-31-22 To June 30, 20 22

I further state that I have read and am familiar with all provisions of said Ordinance No. A-415 and all amendments made here-to; that I will in good faith comply with all the terms of said ordinance; and I further agree that in event I, or any of my agents or employees, shall violate any of the provisions of said Ordinance, the license issued to me for the operation of the above described automobile as a taxi-cab may be revoked in accordance with the provisions of said Ordinance, and any license fee I may have paid for the issuance of a license on said taxi-cab shall not be refunded.

Date of application: 01-18-2022

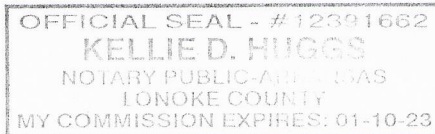
Signed: J. Tyler Hend

Subscribed and sworn to before me on this 18th day of January, 20 22.

My commission expires: 1-10-2023

Kellie D. Huggs

Notary Public.



STONE COUNTY INS
202 HERITAGE DR
MOUNTAIN VIEW, AR 72560

PROGRESSIVE[®]
COMMERCIAL

Policy number: 955590521

Underwritten by:
United Financial Casualty Company
January 28, 2022
Policy Period: Feb 1, 2022 - Feb 1, 2023

CONWAY CHECKER CAB LLC
3100 IRBY DR
CONWAY, AR 72034

Welcome to Progressive

Your coverage begins on February 1, 2022

Thank you for purchasing your policy from STONE COUNTY INS. With the #1 Commercial Auto insurer, you can rest assured that we're here for you and your business anytime with the specialized service you deserve.

Enclosed you will find

- Your Commercial Auto Insurance Coverage Summary (Declarations Page)
- Your policy contract
- Your permanent identification (ID) cards

Contact STONE COUNTY INS for personalized service at 1-870-269-9944

As an independent agency, **STONE COUNTY INS** provides a high level of service and counsel that is personalized to your needs and lifestyle. Please contact your agency for servicing your policy or for other insurance needs. If you need service when your agency is not available call 1-800-444-4487, 24 hours a day, 7 days a week.

Access your policy online, anytime

Don't forget that you can always log in to your policy online to make changes, pay your bill, check the status of a claim, or access policy documents anytime. Just visit us at progressiveagent.com.

Call 1-800-274-4499 to report a claim

We get to work on your claim quickly, providing clear communication throughout the claim and repair process. Our 100% in house commercial claims adjusters personally handle your claim from beginning to end to get you back in business fast, saving you time and money when it really matters.

Form WELCLTRAGENCY (02/16)

STONE COUNTY INS
202 HERITAGE DR
MOUNTAIN VIEW, AR 72560
1-870-269-9944

PROGRESSIVE
COMMERCIAL

Policy number: 955590521

Underwritten by:
United Financial Casualty Company
NAIC Number: 11770
January 28, 2022
Page 1 of 1

Certificate of Insurance

Certificate Holder

CONWAY CHECKER CAB LLC
3100 Irby Dr
Conway, AR 72034

Insured

CONWAY CHECKER CAB LLC
3100 IRBY DR
CONWAY, AR 72034

Agent

STONE COUNTY INS
202 HERITAGE DR
MOUNTAIN VIEW, AR 72560

This document certifies that insurance policies identified below have been issued by the designated insurer to the insured named above for the period(s) indicated. This Certificate is issued for information purposes only. It confers no rights upon the certificate holder and does not change, alter, modify, or extend the coverages afforded by the policies listed below. The coverages afforded by the policies listed below are subject to all the terms, exclusions, limitations, endorsements, and conditions of these policies. Liability coverage may not apply to all scheduled vehicles.

Policy Effective Date: Feb 1, 2022

Policy Expiration Date: Feb 1, 2023

Insurance coverage(s)

Limits

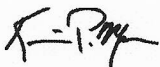
Bodily Injury/Property Damage	\$50,000/\$100,000/\$30,000
Uninsured Motorist Bodily Injury	\$25,000/\$50,000
Underinsured Motorist Bodily Injury	\$25,000/\$50,000

Description of Location/Vehicles/Special Items

Scheduled autos only

2021 KIA FORTE 3KPF24ADXME274106

Personal Injury Protection	Med/Hospital + Acc Death + Income Loss	Stated Amount	\$25,500
Comprehensive	\$1,000 Ded		
Collision	\$1,000 Ded		
Roadside Assistance	Selected w/\$0 Ded		



Named insured

CONWAY CHECKER CAB LLC
3100 IRBY DR
CONWAY, AR 72034

Policy number: 955590521

NAIC Number: 11770
Underwritten by:
United Financial Casualty Company
January 28, 2022
Policy Period: Feb 1, 2022 - Feb 1, 2023
Page 1 of 2

progressiveagent.com
Online Service

Make payments, check billing activity, print policy documents, update your policy or check the status of a claim.

1-870-269-9944

STONE COUNTY INS
Contact your agent for personalized service.

1-800-444-4487

For customer service if your agent is unavailable or to report a claim.

Commercial Auto Insurance Coverage Summary

This is your Declarations Page

Your coverage begins the later of February 1, 2022 at 12:01 a.m. or the effective time shown on your application. This policy period ends on February 1, 2023 at 12:01 a.m.

Your insurance policy and any policy endorsements contain a full explanation of your coverage. The policy limits shown for an auto may not be combined with the limits for the same coverage on another auto, unless the policy contract allows the stacking of limits. The policy contract is form 6912 (02/19). The contract is modified by forms 2852AR (02/19), 1652AR (02/19), 1198 (07/16), Z313 (04/21), 4852AR (02/19), 4881AR (02/19) and Z228 (01/11).

The named insured organization type is a corporation.

Outline of coverage

Description	Limits	Deductible	Premium
Liability To Others			\$1,112
Bodily Injury Liability	\$50,000 each person/\$100,000 each accident		
Property Damage Liability	\$30,000 each accident		
Uninsured Motorist Bodily Injury	\$25,000 each person/\$50,000 each accident		156
Underinsured Motorist Bodily Injury	\$25,000 each person/\$50,000 each accident		160
Uninsured Motorist Property Damage	Rejected		--
Personal Injury Protection			690
See Auto Coverage Schedule			
Medical Expense	\$5,000 each person		
Accidental Death	\$5,000 each person		
Income Disability	Statutory Limit		
Comprehensive			648
See Auto Coverage Schedule	Limit of liability less deductible		
Collision			3,286
See Auto Coverage Schedule	Limit of liability less deductible		
Roadside Assistance			10
See Auto Coverage Schedule	Limit of liability less deductible		
Subtotal policy premium			\$6,062
Additional Insured Fee			20
Total 12 month policy premium and fees			\$6,082

Rated drivers

- JOHN T HENDERSON
- JEREMY T SCOTT

Auto coverage schedule

1. **2021 KIA FORTE** Stated Amount: * \$25,500 (including Permanently Attached Equip)
 VIN: **3KPF24ADXME274106** Garaging Zip Code: 72034 Radius: 50 miles
 Personal use: Y Body type: Car - Passenger

Liability Premium	Liability Premium	UM BI Premium	UIM BI Premium	PIP Premium	
\$1112	\$1112	\$156	\$160	\$690	
Physical Damage Premium	Comp Deductible	Comp Premium	Collision Deductible	Collision Premium	
\$1,000	\$1,000	\$648	\$1,000	\$3286	
Other Coverages Premium	Roadside Deductible	Roadside Premium			Auto Total
\$0	\$0	\$10			\$6,062

*A vehicle's stated amount should indicate its current retail value, including any special or permanently attached equipment. In the event of a total loss, the maximum amount payable is the lesser of the Stated Amount or Actual Cash Value, less deductible. Be sure to check stated amount at every renewal in order to receive the best value from your Progressive Commercial Auto policy.

Loss Payee information

1. Loss Payee Auto 1 Henderson
 8146 HIGHWAY 66
 Mountian View, AR 72560
 2021 KIA FORTE (3KPF24ADXME274106)

Additional Insured information

1. Additional Insured City of Conway ATTN: Mayor Office
 1111 Main Street
 Conway, AR 72032

Important Address and Telephone Information

Policyholders have the right to file a complaint with the Arkansas Insurance Department (AID). You may call AID to request a complaint form at 1-(800) 852-5494 or 1-(501) 371-2640 or write the Department at:

Arkansas Insurance Department
 Consumer Services Division
 1 Commerce Way, Suite 102
 Little Rock, AR 72202

Customer Service Office Information

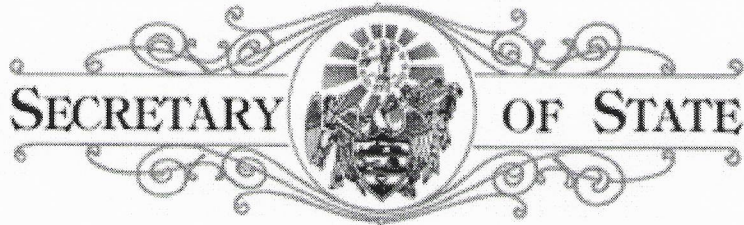
You may contact Customer Service at 1-800-444-4487 or by mail at PO Box 94739, Cleveland, OH 44101.

Company officers



Secretary

STATE OF ARKANSAS



John Thurston

ARKANSAS SECRETARY OF STATE

To All to Whom These Presents Shall Come, Greetings:

I, John Thurston, Arkansas Secretary of State of Arkansas, do hereby certify that the following and hereto attached instrument of writing is a true and perfect copy of

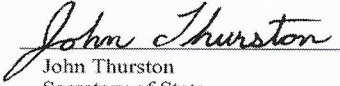
Certificate of Organization

of

CONWAY CHECKER CAB, LLC

filed in this office
January 04, 2022

In Testimony Whereof, I have hereunto set my hand and affixed my official Seal. Done at my office in the City of Little Rock, this 4th day of January 2022.


John Thurston
Secretary of State

Online Certificate Authorization Code: 49612861d60d6662a30
To verify the Authorization Code, visit sos.arkansas.gov



Date of this notice: 01-10-2022

Employer Identification Number:
87-4343769

Form: SS-4

Number of this notice: CP 575 G

For assistance you may call us at:
1-800-829-4933

CONWAY CHECKER CAB LLC
JOHN TYLER HENDERSON SOLE MBR
PO BOX 992
CONWAY, AR 72033

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 87-4343769. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.