



IMPORTANT NOTIFICATION

Annual License Plate Audit

All EFS dealers are responsible for conducting & reconciling their Annual License Plate Audit each year. This audit is a full accounting of your physical inventory on hand and is compared to DHSMV's official inventory listing of your current inventory.

Requirements:

- Your Inventory Report must be pulled at the end of the day on September 30, 2020 to avoid errors. *Please contact your local vendor for instructions;*
- The audit is required to be completed by dealership designee;
- The Inventory Report is compared against the physical inventory you have on hand;
- All missing inventory must be listed on the *Unaccounted Inventory* form; this form is submitted to the Lee County Tax Collector along with full payment for any/all unaccounted inventory no later than 5PM on October 12th, 2020- **No exceptions;**
- Every EFS dealer must complete the *Unaccounted Inventory* form. If there is no missing inventory, complete the form by initialing next to the applicable box, sign, and return to the Lee County Tax Collector.

Please contact us at Dealerall@leetc.com for any questions you may have.



**EFS INVENTORY VERIFICATION FY 2019/2020
UNACCOUNTED INVENTORY**

Dealer Name: _____

Please list the license plate numbers below that are missing from your inventory on hand. You are required to submit payment of \$28.00 per plate. Payment is required no later than **October 12th, 2020- No exceptions.**

Submit a copy of this *Unaccounted Inventory* log along with your payment.

LICENSE PLATE CONFIGURATION	COMMENT	LICENSE PLATE CONFIGURATION	COMMENT

_____ **Initial here if there are no discrepancies.**

Date Inventory Verified: _____

Inventory verified by: _____
Dealership Employee Printed Name

Signature

Inventory verified by: _____
Dealership Employee Printed Name

Signature