

## **Addendum of Optional Fees and Discounts**

This addendum supplements the audit engagement letter between Westhoff Independent School District (“District”) and Roloff, Hnatek & Co., L.L.P. (“RHC”) for the fiscal year ending August 31, 2026. Please mark your selections from the choices below. Then sign, date, and return this addendum with the engagement letter.

1. Board Meeting Presentation Format – a live presentation is included in the audit engagement fee.
  - Written memorandum in lieu of live audit presentation for a discount of \$500.
  - We request that RHC will be in attendance and present the audited financial statements to the Board.
  
2. TEA Audit Submission
  - We request RHC prepare and upload the TEA audit submission on behalf of the District for an additional fee of \$200 (\$300 if the audit was performed under the Uniform Guidance).
  - The District will upload all the necessary information to TEA from the documentation provided by RHC.
  
3. Fieldwork – one day of fieldwork is included in the quoted audit engagement fee.
  - Additional on-site fieldwork days – travel costs will be billed at the standard hourly rate of the staff on-site.
  - The District opts for no additional on-site days.

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Signature

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Date