

## REMINDER SCRIPT

On behalf of the Tax-Exempt Bonds (TEB) Office of the IRS, I want to thank you for agreeing to participate in a focus group regarding TEB's Examination Program. The discussion will last approximately 60-90 minutes. Although the group is being conducted by the IRS, we will not be asking you to provide specific information regarding your company or the outcome of your case. We simply will seek your perspective on your experience with the Examination program.

The focus group will be held on DATE at TIME during the NABL/GFOA Conference. The location is ROOM NAME / NUMBER.

I'm glad that you will be able to join us!

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We are only inviting a few people, so it is very important that you notify us as soon as possible if for some reason you are unable to participate. Please call Michelle Pendzick at 202-683-9195 if this should happen. We look forward to speaking to you on DATE at TIME.