

Whereas	Primary Government Unit Town of Sylva, North Carolina
and	Discretely Presented Component Unit (DPCU) (if applicable)
and	Auditor Sheila Gahagan CPA

entered into a contract in which the Auditor agreed to audit the accounts of the Primary Government Unit and DPCU (if applicable)

for	Fiscal Year Ending 06/30/25	and originally to be submitted to the LGC on	Date 10/31/25
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hereby agree that it is now necessary that the contract be modified as follows.

<input checked="" type="checkbox"/> Modification to date submitted to LGC	Original date 10/31/25	Modified date 12/31/25
	Original fee	Modified fee
<input type="checkbox"/> Modification to fee		

Primary    Other  
(choose 1)(choose 0-2)

#### Reason(s) for Contract Amendment

- |                                  |                          |  |
|----------------------------------|--------------------------|--|
| <input type="radio"/>            | <input type="checkbox"/> | Change in scope  |
| <input type="radio"/>            | <input type="checkbox"/> | Issue with unit staff/turnover/workload  |
| <input type="radio"/>            | <input type="checkbox"/> | Issue with auditor staff/turnover/workload   |
| <input type="radio"/>            | <input type="checkbox"/> | Third-party financial statements not prepared by agreed-upon date  |
| <input type="radio"/>            | <input type="checkbox"/> | Unit did not have bank reconciliations complete for the audit period   |
| <input type="radio"/>            | <input type="checkbox"/> | Unit did not have reconciliations between subsidiary ledgers and general ledger complete                                   |
| <input type="radio"/>            | <input type="checkbox"/> | Unit did not post previous years adjusting journal entries resulting in incorrect beginning balances in the general ledger |
| <input type="radio"/>            | <input type="checkbox"/> | Unit did not have information required for audit complete by the agreed-upon time  |
| <input type="radio"/>            | <input type="checkbox"/> | Delay in component unit reports  |
| <input type="radio"/>            | <input type="checkbox"/> | Software - implementation issue  |
| <input type="radio"/>            | <input type="checkbox"/> | Software - system failure  |
| <input type="radio"/>            | <input type="checkbox"/> | Software - ransomware/cyberattack  |
| <input type="radio"/>            | <input type="checkbox"/> | Natural or other disaster  |
| <input checked="" type="radio"/> | <input type="checkbox"/> | Other (please explain)   |

#### Plan to Prevent Future Late Submissions

If the amendment is submitted to modify the date the audit will be submitted to the LGC, please indicate the steps the unit and auditor will take to prevent late filing of audits in subsequent years. Audits are due six months after fiscal year end (ten months after fiscal year end for housing authorities). Indicate NA if this is an amendment due to a change in cost only.

Although the Town will plan to have an audit completed as close to the end of October each year as possible, they will prepare audit contracts with the state required due date of December 31 to allow for unexpected time constraints.

#### Additional Information

Please provide any additional explanation or details regarding the contract modification.

By their signatures on the following pages, the Auditor, the Primary Government Unit, and the DPCU (if applicable), agree to these modified terms.

## SIGNATURE PAGE

## AUDIT FIRM

Audit Firm* Sheila Gahagan CPA	
Authorized Firm Representative* (typed or printed) Sheila Gahagan	Signature*
Date* 11/12/25	Email Address sheila@gahagancpa.com

## GOVERNMENTAL UNIT

Governmental Unit* Town of Sylva, North Carolina	
Date Primary Government Unit Governing Board Approved Amended Audit Contract* (If required by governing board policy)	
Mayor/Chairperson* (typed or printed) Johnny Phillips, Mayor	Signature*
Date 11/13/25	Email Address jphillips@townofsylva.org

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

## GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

\*ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT\*

(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

*This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.*

Primary Governmental Unit Finance Officer* Lynn Bryant	Signature*
Date of Pre-Audit Certificate* 11/13/25	Email Address* lbryant@townofsylva.org