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Gander Consumers Coop Society Ltd.

78 Elizabeth Dr., Gander, NL, A1V 1J8 (709) 256-4843 or 4845

April 10, 2024

The Gander Consumers Co-operative Society Ltd., a grocery store, is inviting proposals for an audit engagement, for a three-year period, beginning with the fiscal year ending January 28, 2025. The engagement would include:

- An audit of accounts for the fiscal years
- Attendance at the year-end inventory count
- Attendance at the Board of Directors meeting prior to the annual meeting to discuss the financial statements before they are finalized
- Attendance at the annual general meeting to present the financial statements to the membership
- Preparation of the corporate tax return
- Two two-hour financial consultations at Gander Co-op for each year of the three-year agreement if requested by the Board.

Your proposal will include:

- Your firm's services and resources
- Hours anticipated for the audit, the average hourly rate and total fee
- Individual to be assigned to the audit
- Any previous experience in engagements of this nature
- Any other matters which you feel would aid us in making our decision.

If you have any questions or require further information, please contact store Manager, Mr. Darrell Pike by email ([dpike@gandercoop.ca](mailto:dpike@gandercoop.ca)), or at the above address at any time. We will provide you with a copy of our financial statements if required.

We ask that you submit your written proposal, marked "Private and Confidential" to the attention of the undersigned at the above address by 4:00 p.m. Wednesday April 24, 2024.

Yours truly,

Tony Burry  
Chair, Finance Committee  
Gander Consumers Co-operative Society Board of Directors