



The DJ E Xperience LLC

Entertainment & Catering Services

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Dear Thornton Township Finance Department:

I am sending this memo to clarify and correct an error that appeared on the November 15, 2022 invoice. On that invoice, there was a line item saying "11/4 Fundraiser". This item was inadvertently included on the November 15, 2022 invoice. The "11/4 Fundraiser" was for a private party and was paid by the private party's coordinator, who is unrelated to the Township, prior to this invoice being sent with the 11/4 item being sent to the wrong addressee. I regret the error. There is no adjustment to the amount of the bill needed because the Township was not charged at all for the 11/4 event. Again, I apologize for the error.

Sincerely,

The DJ E Xperience LLC