



OFFICE OF THE PUBLIC AUDITOR

February 2, 2004

Honorable Robert Klitzkie
Senator
27th Guam Legislature
197 Hernan Cortes
Suite A-1
Hagatna, Guam 96910

VIA FACSIMILE (671) 472-9358:

Dear Senator Klitzkie:

Hafa Adai!

Our office is conducting a review of all leases of office space, warehouse facilities, and other similar spatial facilities of all branches of the government of Guam. To facilitate our review, we respectfully request a copy of all such leases entered into by your office. In addition, please complete the attached survey form for each lease held by your office.

If the Legislature does not have any lease commitments, **please reply "No lease commitments" to that effect.**

We would also appreciate if you could designate a contact person from your office should we have any inquiries regarding the lease(s). Please provide contact person's phone number and e-mail address.

Please respond no later than February 16, 2004.

Thank you for your time and effort to answer our inquiries. Please call Yuka Cabrera at 475-0390 ext. 205 for any questions or concerns.

Senseramen'e,

Doris Flores Brooks
Public Auditor