



Martha S. Mavredes, CPA
Auditor of Public Accounts

Commonwealth of Virginia

Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

January 26, 2018

Jennifer Chapman
Chief Magistrate
City of Petersburg

Audit Period: July 1, 2016 through June 30, 2017
Court System: City of Petersburg and Counties of Amelia, Dinwiddie, Nottoway and Powhatan
Judicial District: Eleventh
Magisterial Region: Third

We are performing a statewide audit of the Magistrates. During our review, we conducted certain audit procedures, as we deemed appropriate.

Management is an important part of the Magistrates' accountability, since you are responsible for establishing and maintaining internal controls and complying with applicable laws and regulations. During our review, we noted no matters requiring written communication with management.

We acknowledge the cooperation extended to us by the Chief Magistrate and her staff during this engagement.

AUDITOR OF PUBLIC ACCOUNTS

MSM:anu

cc: Shawn Q. Barnes, Magistrate Supervising Authority
Mason Byrd, Director of Magistrate Services
Supreme Court of Virginia