



Indian River County  
Board of County Commissioners  
Department of Emergency Services

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4225 43rd Avenue, Vero Beach, Florida 32967-1671

February 26, 2018

Goodyear Auto Service Center  
1920 58<sup>th</sup> Avenue  
Vero Beach, FL 32966

Dear Sir:

I am in receipt of the attached invoices for tires and am having difficulty discerning which vehicles received these tires. I know we have a longstanding business relationship with your company and Assistant Chief Brian Burkeen, our representative, recently retired before receiving this month's invoices.

Upon reviewing the invoices, there is no information identifying the vehicle year, make or mileage. Without this, I am unable to process the invoices for payment. At least two (2) invoices have wheel sizes not found in our vehicle fleet. Therefore, I need your assistance in providing more information so I can process payment.

Thank you in advance for your attention to this matter. Should you need to contact me, I am available at (772) 226-3859 or [jking@ircgov.com](mailto:jking@ircgov.com)

Sincerely,

  
John King, Director  
Department of Emergency Services

Attachments: 18 invoices

File