



STATE OF ALABAMA
Department of Finance
Office of the State Comptroller

100 North Union Street, Suite 220
Montgomery, Alabama 36130-2620
Telephone (334) 242-7050 Fax (334) 242-7466
www.comptroller.alabama.gov

Robert Bentley
Governor

Marquita F. Davis, Ph.D.
Director of Finance

Thomas L. White, Jr.
State Comptroller

Janice A. Hamm
Deputy State Comptroller

MEMORANDUM

TO: All Payroll/Personnel Officers

FROM: Thomas L. White, Jr. 
State Comptroller

DATE: November 29, 2011

RE: Refund of Jefferson County Occupational Taxes

Enclosed please find refund checks of the Jefferson County Occupational Taxes paid by employees in your agency for the period of January 12, 2009 through August 13, 2009. Mr. Ed Gentle, court appointed Refund and Settlement Administrator, processed the refund checks based on information submitted on the Employee Refund Data Form.

Also enclosed is a report, which lists all employees that are due a refund check. Please verify you have a check for each employee listed on the report and make every effort to ensure checks are delivered to employees in a timely manner.

CHECKS RETURNED TO EMPLOYERS AS UNDELIVERABLE SHOULD BE FORWARDED TO THE SPECIAL MASTER AT:

Jefferson County Occupational Tax Settlement Administration Center
Gentle, Turner & Sexton
501 Riverchase Parkway East, Suite 100
Hoover, Alabama 35244

If you have any questions regarding the refund checks, please call the Settlement Administrator at 1-800-345-0837.

TLWjr/SHC/dt