



IS YOUR LOCAL IN GOOD STANDING?

- a. Are you up to date (not more than 2 months in arrears) on your payment of Per Capita Taxes to AFT Connecticut?
- b. Have you submitted the names and addresses of your principal executive and financial officers to AFT Connecticut?
- c. Have you submitted the names and addresses of your current executive board to AFT Connecticut?
- d. Have you submitted your membership roster to AFT Connecticut?
- e. Have you submitted a copy of your current constitution to AFT Connecticut?
- f. Have you submitted a copy of your Audit/Review/Internal Review/Financial Statement Compilation (see additional information below) to AFT Connecticut?

IF THE ANSWER TO ANY OF THESE QUESTIONS IS 'NO' THEN YOU ARE NOT A LOCAL IN GOOD STANDING. REQUIRED DOCUMENTS CAN BE EMAILED OR MAILED TO AFT CONNECTICUT (SEE ADDITIONAL INFORMATION)

ADDITIONAL INFORMATION

Audit? Review? Internal Committee Review? Financial Statement
Compilation?

Which report is my local required to submit?

Number of Members	Minimum Reporting Requirement*
2500+	Audit Performed by Independent CPA
1000-2499	Review Performed by Independent CPA
300-999	Review Performed by Internal Committee
1-299	Financial Statement Compilation

*This is the minimum reporting requirement, a local may opt to have the next level of report prepared. For example, a local with 350 members may opt to have a review prepared by an Independent CPA.

What is considered a “current” report?

If your fiscal year ends on...	Then a current report would be for the year ending...
June 30 th	June 30, 2020
August 31 st	August 31, 2020
September 30 th	September 30, 2020
December 31 st	December 31, 2019

Documents may be emailed to Anna Mowrey: amowrey@aftct.org

Or mailed to AFT Connecticut, 35 Marshall Road, Rocky Hill, CT 06067