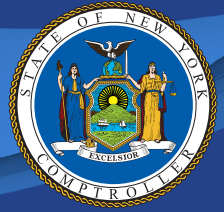


# Office of the New York State Comptroller

Thomas P. DiNapoli • State Comptroller



## How to Use the Audit Search Tool

### Option 1

#### Search audits by name of entity

**Local Government or School District Name:**

Select a local government or school district name.

**Year:**

Select a year. If no year is selected, all available years will be queried.

If a local government or school district does not appear on the list, no audit was conducted in the last five years.

### Option 2

#### Search audits by county, class of government or both

**County:**

Select a county or "Statewide/Regional." Statewide and Regional audits often cross county lines and can include several entities. Usually a general "global report" and individual entity "letter reports" are issued.

**Class of Local Government:**

Select a class of local government. For Statewide and Regional reports, the global report and each individual letter report are treated as separate records. The class for the global report is Statewide/Regional and the class for the individual letter reports is the class of each individual local government.

**Year:**

Select a year. If no year is selected, all available years will be queried.

If no results are returned, no audits were issued meeting the combination of the selected criteria.

**Note:** When conducting subsequent searches, please select the Reset button to clear the form prior to executing a new search.



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