

Audit Follow Up Report Sample Notice and Proof of Publication

State of New York
Office of the State Comptroller

NOTICE

NOTICE IS HEREBY GIVEN THAT THE OFFICE OF THE STATE COMPTROLLER PERFORMED A FOLLOW-UP REVIEW TO ITS AUDIT OF THE FISCAL AFFAIRS OF THE [LOCAL GOVERNMENT] WHICH COVERED THE PERIOD BEGINNING ON [ORIGINAL AUDIT PERIOD START DATE] AND ENDING ON [ORIGINAL AUDIT PERIOD END DATE]. THE FOLLOW-UP REVIEW REPORT PREPARED BY THE OFFICE OF THE STATE COMPTROLLER AND DATED _____ HAS BEEN FILED IN MY OFFICE WHERE IT IS AVAILABLE AS A PUBLIC RECORD FOR INSPECTION BY ALL INTERESTED PERSONS.

(NAME) _____

(TITLE) _____

Pursuant to General Municipal Law § 35, public notice of Audit Follow-Up Reports should be given by the office of the clerk of the municipality (or secretary if there is no clerk) within 10 days after the filing of the report with the clerk or secretary. Municipalities other than common school districts shall have the Notice published at least once in the official newspaper or, if there is no official newspaper, then in a newspaper having general circulation in the municipality or the area served. If there is no such newspaper, then the Notice shall be posted conspicuously in ten public places in the municipality or area served. Common school districts with a home school shall post the Notice on the front door of the school house. Other common school districts shall post the Notice conspicuously in at least five public places in the district.

Proof of publication shall be filed in the office of the clerk (or secretary) of the municipality or district. Proof of publication should not be filed with the Office of the State Comptroller.

FILL IN BELOW (1) OR (2) - whichever applies:

CERTIFICATION OF CLERK OR SECRETARY

TO BE FILED WITH PROOF OF PUBLICATION

(1) I CERTIFY that the _____ is the official
(Name of Newspaper)

newspaper of _____
(Name of Municipal Corporation, Industrial Development Agency,
District, Agency or Activity)

Dated: _____ Signed: _____
(Clerk/Secretary)

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(2) I CERTIFY that the _____ has
(Name of Municipal Corporation, Industrial Development Agency,
District, Agency or Activity)

no official newspaper but that the _____
(Name of Newspaper)

is a newspaper having general circulation in such municipal corporation, district, or area served by
such industrial development agency, agency or activity.

Dated: _____ Signed: _____
(Clerk/Secretary)