**Not for Profit Organization**

"Report Submission Form"

Complete this form, as required by the Official Code of Georgia Annotated Section 50-20, "Relations with Nonprofit Contractors"

**PART I GENERAL INFORMATION**

Not for Profit Organization

Street Address

City, State Zip Code

Contact Name and Title

Contact Information

- **Phone**
- **Fax**
- **E-Mail Address**

**PART II EMPLOYER IDENTIFICATION NUMBER**

Not for Profit Organization (FEI #) Federal Employer Identification Number

**PART III FISCAL YEAR END**

Fiscal Year Ending Date

Reporting packages or financial statements shall be forwarded to the state auditor and each contracting state organization within 180 days after the close of the nonprofit organization's fiscal year.

**PART IV AUDITOR INFORMATION**

Auditing Firm / Organization

Contact Name

Contact Information

- **Phone**
- **Fax**
- **E-Mail Address**

**PART V EXTENSION REQUEST**

Extension requested for Audit Requirements Through:

(Not to Exceed 270 days from FYE)

The state auditor, for good cause, may waive the requirement for completion of an audit within 180 days. Such waiver shall be for an additional period of not more than 90 days, and no such waiver shall be granted for more than two successive years to the same nonprofit organization.

**PART VI AUDIT REPORT / UNAUDITED FINANCIAL STATEMENT INFORMATION**

Indicate the Type of Report Submitted

- **UNAUDITED FINANCIAL STATEMENTS**
- **GAAS**
- **GAGAS A-133**

A nonprofit organization which has expended $25,000.00 or more but less than $100,000.00 in a fiscal year in state funds shall forward to the state auditor and each contracting state organization a copy of the nonprofit organization's financial statements. If annual financial statements are reported upon by a public accountant, the accountant's report must accompany them. If not, the annual financial statements must be accompanied by the statement of the president or person responsible for the nonprofit organization's financial statements.

Indicate the Type of Audit Report Issued

- **Financial Statements**
- **Federal Programs Compliance**

Audit Reports should be remitted through conventional postal mail with attached Form.

This form is available online at our department website:
http://www.audits.state.ga.us/internet/nalgad/npo_form.html

This form may be remitted electronically with attached unaudited financial statements to npo@audits.ga.gov.