AUDIT READINESS CERTIFICATION

Local School System / State Charter School · O.C.G.A. § 20-2-67(a.1)

Entity Name	Entity Code	Fiscal Year Ended June 30
Chief Financial Officer / Finance Director	**Audit Contact Email**	**Date of Submission**

By December 31, submit the following to the Georgia Department of Audits and Accounts (DOAA) through Suralink: (1) this signed Audit Readiness Certification, (2) the completed Certification Readiness Requirements Checklist, and (3) supporting documentation for each requirement marked [Upload] in the Certification Readiness Requirements Checklist. Separately, DOAA's Audit Support Preparation Guide lists additional documentation the audit team will need to complete the audit. Management does not certify the items in that guide. Those items are due to be uploaded by the deadlines agreed upon with the audit team during audit planning.

> **IMPORTANT:** Entities that do not submit this certification by December 31 will be designated high-risk by DOAA. DOAA expects every requirement in the Certification Readiness Requirements Checklist to be Complete by December 31. Each requirement that is marked Incomplete must be disclosed with the work remaining and a target date for completion. DOAA will evaluate the nature and significance of incomplete requirements in determining whether the entity is ready for an effective audit and may require follow-up or additional oversight. A certification that reports a requirement as Complete when it is not may be found inaccurate and may result in a moderate-risk or high-risk designation.

CERTIFICATION

The undersigned, on behalf of the entity identified above, certify to the best of our knowledge and belief that:

(1) Management has evaluated the entity's readiness for its annual financial audit using the Certification Readiness Requirements Checklist established by DOAA under O.C.G.A. § 20-2-67(a.1).

(2) The requirements reported as Complete meet the standards stated in the Certification Readiness Requirements Checklist, and the supporting records are available for examination.

(3) Every requirement that is marked Incomplete, and any other known matter affecting audit readiness (such as an incomplete reconciliation, an unsupported balance, or an unresolved financial reporting matter), has been disclosed in the Certification Readiness Requirements Checklist, together with the work remaining and target dates for completion.

(4) Except as disclosed in the Certification Readiness Requirements Checklist, the entity has met the audit readiness requirements established by DOAA.

(5) Responsibility for preparing and fairly presenting the entity's financial statements, maintaining adequate accounting records, and establishing effective internal controls rests with management, including for financial statements prepared with assistance from DOAA or an outside firm.

Signature — Local School Superintendent (or Chief Executive Officer, State Charter School)	*Date*
Signature — Chief Financial Officer / Finance Director	*Date*
Signature — Chairperson, Local Board of Education (or Equivalent Governing Body)	*Date*