

**NOTIFICATION OF PERSON ASSIGNED TO FILE THE ANNUAL REPORT IN
ACCORDANCE WITH THE UNIFORM SYSTEM OF ACCOUNTING**

TO: Office of Policy and Management
Municipal Finance Services
Tel: (860) 418-6400

Please complete this fillable notification
form and return to OPM by email to:
OPM.mfsforms@ct.gov

Date: _____

Municipality Name: _____

Fiscal Year Ended June 30, _____

Name of Chief Executive Officer: _____

Name of Person Assigned: _____

Title of Person Assigned: _____

Telephone: (____) _____ Email: _____

The person named above has been informed of this assignment and is aware of the [filing due date of the Annual Report](#). If the Office of Policy and Management has any questions regarding this Notification, please contact:

Same as Person Assigned:

Name of Contact Person: _____

Title of Contact Person: _____

Telephone: (____) _____ Email: _____

* The above notification is to be made by the Municipality's chief executive officer (signature not required); alternatively it may be made on behalf of the chief executive officer if he or she has so authorized. Notification should be made by September 1st on an annual basis in accordance with the Uniform System of Accounting required under Section 7-406c(b) of the General Statutes..