Auditor of State Annual Financial Data Reporting System (AFDRS)
Electronic Filing Waiver Request for Small Governments

Ohio Revised Code (ORC) Section 117.38 requires that local public offices file their annual financial reports with the Auditor of State (AOS). Effective for year-ending December 31, 2014 and after, all Libraries, Townships and Villages are required to utilize the Annual Financial Data Reporting System (AFDRS) to comply with Ohio Revised Code 117.38.

Complete this form to request a waiver if you are **unable** to file your annual financial statements electronically. Reasons a waiver may be granted include no access to a computer or internet within a reasonable distance to your entity. Please keep in mind most public libraries provide access to publically available computers with internet access. Waivers may be granted for one financial reporting year only. **A new request must be submitted for each financial reporting period.**

Name of Government		**County**
Mailing Address:		
Street Address or PO Box:		
City	State	ZIP
Contact name	Title	
Phone number	Email address	

Financial Reporting Period – Please indicate the specific financial reporting period for which the waiver is being requested. Waivers will be granted for one financial reporting year only. A new request must be submitted for each annual financial reporting period.

Reasons for Waiver Request - Please describe in detail the reason(s) for your request to be excluded from the electronic filing provisions. We will notify you by letter if your request has been approved or denied:

Explain the steps you will take to assure future electronic filing:

Mail completed form to: Office of the Auditor of State
AFDRS Waiver Request
88 E. Broad Street, 5th Floor
Columbus, Ohio 43215
Or Fax: 866-733-0012