



# AFT Convention 2024

## Audit/Financial Review Compliance Information for 2024 AFT Convention

All affiliates sending delegates to the 2024 AFT Convention must meet a number of compliance requirements, including submission of a financial review/audit approved by your union’s governing body and made available to the members.

<b>COMPLIANCE DEADLINE IS JUNE 24, 2024</b>
<p><b><u>If the last audit in our files</u></b> has a fiscal year end BEFORE December 31, 2022, then the local is NOT IN COMPLIANCE.</p> <p>Why: Affiliates with a fiscal year end before December 31, 2022, would still have one more audit to be filed before the June 24, 2024, deadline. (Example: fiscal year end 11/30/22 is due 5/31/23; but then 11/30/23 would be due 5/31/23 which is BEFORE the deadline.)</p>
<p><b><u>If the last audit in our files</u></b> has a fiscal year end ON or AFTER December 31, 2022, then the local is IN COMPLIANCE.</p> <p>Why: Affiliates with a fiscal year end AFTER December 31, 2022, would not have another audit to be filed by the June 24, 2024, deadline. (Example: fiscal year ends 12/31/22 was due 6/31/23; but fiscal year end 12/31/23 would then be due 6/30/24 which is AFTER the deadline.)</p>

### REQUIRED DOCUMENTS

Category	Certification letter signed by two officers*	Audit	Audit REVIEW	Financial Review Committee Report	Balance Sheet	Revenue & Expenditure Statement**
More than 2500 members	YES	REQUIRED	NO	NO	NO	NO
1000 to 2500 members	YES	Local choice	REQUIRED	NO	NO	NO
300 to 1000 members	YES	Local choice	Local Choice	REQUIRED	REQUIRED	REQUIRED
Fewer than 300 members	YES	Local Choice	Local Choice	Local Choice	REQUIRED	REQUIRED

\*AFT can provide a sample of a certification statement.

\*\*These documents are referred to as a “Compilation.” AFT can provide samples of a Balance Sheet and a Revenue & Expenditure (Compilation) Statement

All questions regarding convention compliance issues should be addressed to [compliance@aft.org](mailto:compliance@aft.org)