



December 6, 2021

TO: County & Local Secretaries
FROM: Jamie Goodson, Assistant to the State Secretary
RE: County and Local Reporting forms

Hello,

I am reminding you that your annual, year-end reporting forms for County and Local Officers Reports and Financial statements are due by January 31, 2022.

I have enclosed the forms for your convenience. Please fill them out and return them before January 31.

Once you have filled out your reporting forms, you may fax them to (405) 218-5665 or you may also email them to jamie.goodson@afrmic.com

If you have any questions, please call (405) 218-5665.

LOCAL
Officer Report
REPORTS DUE JANUARY 31

Local Number: _____

Date of Election/Meeting: _____

Location: _____

To be considered an active local, a meeting must be held annually to conduct business and elect officers. When inactive the Local funds will be transferred to the County.

The Officers of the County and Local Union shall be a President, Vice President, Secretary/Treasurer AND two (2) or more Board Members. (No more than 4)

NOTICE OF THE LOCAL MEETING **MUST BE PUBLISHED**

Check the appropriate methods(s) used:

AFR TODAY Paper

Postcard or Letter

Check if Agent and/or New Officer:

<u>Agent Officer</u>	<u>Name</u>	<u>Address/City/Zip</u>	<u>Phone</u>
<input type="checkbox"/> <input type="checkbox"/> President	_____	_____	() _____
<input type="checkbox"/> <input type="checkbox"/> Vice-President	_____	_____	() _____
<input type="checkbox"/> <input type="checkbox"/> Sec/Treas.	_____	_____	() _____
Board Members	_____	_____	() _____
	_____	_____	() _____
	_____	_____	() _____
	_____	_____	() _____
	_____	_____	() _____

(Please include emails for all Officers and Board members on attached sheet)

Submitted by County Secretary: _____
Signature

Date

County _____

Local _____

❖ **Local President** - _____

Email Address: _____

❖ **Local Vice President** - _____

Email Address: _____

❖ **Local Secretary** - _____

Email Address: _____

❖ **Board Member** - _____

Email Address: _____

❖ **Board Member** - _____

Email Address: _____

❖ **Board Member** - _____

Email Address: _____

Board Member - _____

Email Address: _____

Board Member - _____

Email Address: _____

Board Member - _____

Email Address: _____

❖ **REQUIRED IN BYLAWS**