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Rachel Laurie Riddle
Chief Examiner

MEMORANDUM

TO: Alabama Municipalities

FROM: Rachel L. Riddle, Chief Examiner 

SUBJECT: Reporting to Comply with Act 2021-297

DATE: January 19, 2022

The attached example annual report should be used by all municipalities collecting license revenues or other taxes and fees within its police jurisdiction in order to comply with Act 2021-297. Annual reports should be submitted to the Department of Examiners of Public Accounts by March 1, 2022.

Please modify the example report as needed to appropriately reflect information for your specific municipality. This is not an exhaustive list of all license revenues, taxes or fees that a municipality may collect its police jurisdiction. In the event another type of tax or fee is collected that is not listed, please include this in the "other" category and specify the tax and/or fee. Insert additional lines if needed.