



**STATE OF NORTH CAROLINA
OFFICE OF STATE BUDGET AND MANAGEMENT**

BEVERLY EAVES PERDUE
GOVERNOR

CHARLES E. PERUSSE
STATE BUDGET DIRECTOR

August 6, 2010

MEMORANDUM

TO: Occupational Licensing Board Directors
FROM: Charles E. Perusse *Charles E. Perusse*
SUBJECT: Licensing Boards' Financial Report Requirements

North Carolina General Statute 93B-2 (b) requires that "no later than October 31 of each year, each occupational licensing board shall file with the Secretary of State, the Attorney General, the Office of State Budget and Management (OSBM), and the Joint Legislative Administrative Procedure Oversight Committee, a financial report that includes the source and amount of all funds credited to the occupational licensing board and the purpose and amount of all funds disbursed by the occupational licensing board during the previous fiscal year."

The financial report for fiscal year 2009-10 is due to OSBM by October 31, 2010. You may email your report in pdf or word format to donald.crooke@osbm.nc.gov. If necessary to mail a hard copy, please send to Donald Crooke, OSBM, 20320 Mail Service Center, Raleigh, NC 27699-0320.

For those licensing boards with their fiscal year ending **other than** June 30, 2010, please submit your financial report in a reasonable time frame after your fiscal year has ended. Should you have any questions and/or comments regarding this matter, you may contact Donald Crooke at (919) 807-4729 or Barbara Baldwin at (919) 807-4721.

Thank you for your assistance.

Attachment: Licensing Board Distribution List GUIDE