

10.0 WHAT DO I NEED TO SUBMIT?

10.2 Exempt Authorities with financial transactions

Smaller authorities which are exempt and have had financial transactions during the year must complete and publish AGAR Form 2 or AGAR Form 2PM if you are a Parish Meeting.

All the AGAR forms are located on our extranet under AGARs. We have also extracted from the Practitioners' Guide 'Completing the AGAR - A Step-by-Step Guide. This can be located on our extranet under AGARs and Help Documents.

The following documents must be provided if the authority is exempt with financial transactions:

- Fully completed Certificate of Exemption..
- [Please provide up-to-date contact details for both the Main Contact \(Clerk/RFO\) and/or the Chair.](#)

(Example documents available for those in Blue - see under Documents to Submit and Example Documents on the extranet.)