

Mary Taylor, CPA Auditor of State

Bulletin 2009-01

Date Issued: January 13, 2009

TO: All Convention and Visitor Bureaus
Independent Public Accountants

FROM: Mary Taylor, CPA
Ohio Auditor of State

SUBJECT: Convention and Visitors Bureaus

The purpose of this bulletin is to inform you that the Auditor of State has changed its policy regarding the audit of financial statements of Convention and Visitor Bureaus (CVBs). Although CVBs are nonprofit organizations that operate independently with a 501(C)(3) or 501(C)(6) tax status, they are primarily funded through lodging tax provided by county or municipal governments. Prior to this bulletin, the Auditor of State exercised its authority under Ohio Revised Code Section 117.10 to require financial statement audits to be performed in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*.

The Auditor of State will no longer require audits of CVBs to be performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. Instead, we will follow the American Institute of Certified Public Accountants' attestation standards and perform Agreed-upon Procedures over receipts and disbursements of public funds. Non-public dollars will not be included in the Agreed-upon Procedures. These procedures should result in reduced costs for CVBs while maintaining, and in some cases enhancing accountability over public dollars.

It is possible that Agreed-upon Procedures may not meet the needs of each CVB. An individual CVB may determine that a financial statement audit is more beneficial to its users or may have an agreement that requires a financial statement audit. It is the responsibility of each CVB to examine its agreements and to determine if a financial statement audit is required. CVBs should notify their Regional Office of the Auditor of State if a financial statement audit is needed or desired.

For those CVBs that are already contracted with an Independent Public Accountant (IPA), the Auditor of State, IPA, and management should work together to revise the contract and Memorandum of Agreement to reflect performing Agreed-upon Procedures.

If you have any accounting or auditing related questions regarding this Bulletin, please contact the AOS Accounting and Auditing Support Group at (800) 282-0370.

A handwritten signature in black ink that reads "Mary Taylor". The script is cursive and fluid, with the first letters of "Mary" and "Taylor" being capitalized and prominent.

Mary Taylor, CPA
Auditor of State