



**NEW ANNUAL INFORMATION REPORT BY UTILITY DISTRICTS AND MUNICIPAL,
COUNTY AND UTILITY AUTHORITY WATER AND SEWER SYSTEMS**

January 25, 2021

During the 2020 legislative session, the General Assembly passed Public Chapter 572 which created the filing of a new annual report with the Utility Management Review Board (UMRB) for utility districts and with the Water and Wastewater Financing Board (WWFB) for municipal, county, and utility authority water and sewer systems. This new annual report is an information report in which the utility will provide up to date contact information and other general information about utility to these utility boards in the Comptroller's Office. This legislation authorized these boards to develop the annual information report forms.

The annual information report forms have been approved by the UMRB and WWFB. The reports are to be completed online on the Comptroller's website:

<https://comptroller.tn.gov/office-functions/lgf/utility-boards/annual-utility-reporting.html>

The Comptroller's Office has assigned each utility which is required to file an annual information report a four digit code which must be used to complete the report online. Your utility may have already received this four digit code by email from the Comptroller's Office. If your utility has not yet received its four digit utility code, you may obtain this code by emailing the utility boards at utilities@cot.tn.gov or by calling the utility boards at 615.747.5260.

The annual information report must be completed and submitted each calendar year before the first day of the utility's fiscal year.