

From: compliance@libdems.org.uk

Date: Fri, 23 Feb 2024 at 10:00

Subject: Compliance Training Day 23 - Annual Accounts Reminder



Dear Chairperson / Treasurer,

Day 23 of the February Compliance Challenge is about the deadline for year-end reports, which is less than three weeks away.

Annual Accounts Reminder



First of all, thank you to the parties and organisations who have submitted their Annual Accounts.

Today's email is a gentle reminder that the year-end reports for most local parties and groups are due into the Compliance Team at LDHQ by **15th March** (if your income and/or expenditure is under £250,000).

This is also the deadline for draft submissions of accounts over £250,000, followed by 31st May for the professionally audited report.

Local, Regional, State, Federal Parties and most Lib Dem organisations are registered with the Electoral Commission as “*accounting units*.” Each year, these accounting units are required to produce their accounts.

We’ve created a [template and guidance](#) to help you. Please consult the **guide** before sending in the accounts to avoid delays due to missing information.

There are also the [step-by-step instructions](#) on completing the template (*Day 13: Preparing Your Annual Accounts*).

Forthcoming **Annual Accounts Clinics**:

- **Wed 28 Feb**, 4-5pm
- **Mon 4 Mar**, 4-5pm
- **Wed 6 Mar**, 2-3pm
- **Mon 11 Mar**, 6-7pm

For more in-depth help, **one-to-one appointments** are available.

To register for any of the above, please email compliance@libdems.org.uk for the Zoom link.

Best wishes,



Kerry Buist (she/her)
Head of Compliance and
Governance
Liberal Democrats

You can find resources from the recent Treasurer
Training Day by clicking here:

View Resources →

And you can view all the emails from the February
Compliance Challenge so far by clicking here:

View previous emails →

You are receiving this email as you are listed as an Officer of an accounting unit for the Liberal Democrats.

As these emails contain details of your legal responsibilities as part of this role you are not able to opt out of these emails from our Compliance Team. If you think there has been an error and you shouldn't have received this email, please contact compliance@libdems.org.uk.

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