



STATE OF ALABAMA
Department of Finance
Office of the State Comptroller

100 North Union Street, Suite 220
Montgomery, Alabama 36130-2620
Telephone (334) 242-7050 Fax (334) 242-7466
www.comptroller.alabama.gov

Robert Bentley
Governor


Marquita F. Davis, Ph.D.
Director of Finance

Thomas L. White, Jr.
State Comptroller

Janice A. Hamm
Deputy State Comptroller

MEMORANDUM

TO: All Chief Fiscal Officers

FROM: Thomas L. White, Jr. 
State Comptroller

DATE: May 30, 2012

RE: Act 2012-529 -- Verification by Affidavit (Notarization) not required on
Travel Reports

The above referenced Act amends Section 41-4-57. Amendment deletes "verified by affidavit" phrase that requires a notarized signature on all In and Out-of-State travel forms. Effective immediately, agencies processing travel reports through the Comptroller's office are no longer required to notarize these documents.

This amendment was proposed to reduce agency administrative burden required by a code section that did not add value. The Legislature and the Governor's Office recognized the positive benefits from deleting this requirement.

If you have any questions or need additional information, please contact Ms. Jeanne Kennedy at 334-242-7061 or Ms. Kathleen Baxter at 334-242-4857.

TLWjr/dt

CC: All Agency Heads
Mr. Bill Newton, Assistant Finance Director
Ms. Janice A. Hamm, Deputy State Comptroller
Ms. Kathleen D. Baxter, Accounting Director I
Ms. Evelyn F. Kennedy, Accounting Manager
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