



BETTY T. YEE
California State Controller
Division of Accounting and Reporting

August 5, 2016

SUBJECT: 2015-16 Transit Operators Financial Transactions Report

Dear Auditor-Controller/Agency Officer:

This letter provides information regarding the 2015-16 Transit Operators Financial Transactions Report (FTR). Public Utilities Code section 99243(a) requires the financial transactions of each Transit Operator to be submitted to the State Controller's Office (SCO) within 90 days after the close of the fiscal year or within 110 days if filed electronically.

The financial reports are due September 28, 2016. If filing electronically, the due date is October 18, 2016. Please submit the following documents:

- Financial Transactions Report
- U.S. Bureau of Census survey form

Please note that Transit Operators who provide both general public and specialized transit services are required to submit a separate FTR for each type of service. If applicable, you will receive separate letters with a unique set of usernames and passwords.

Please visit www.sco.ca.gov/ard_locinstr_transit_forms.html for the electronic reporting program, as well as paper reporting forms, instructions, and information. Local Government Reporting staff is available if you need assistance with downloading the electronic reporting program.

If you have any questions or need assistance with downloading the electronic program, please contact the Local Government Reporting Section by email at LGRsupport@sco.ca.gov or by telephone at (916) 322-9672, or contact Chi Ha by email at cha@sco.ca.gov or by telephone at (916) 323-9293.

Sincerely,

(Original signed by)

RENEE HSZIEH, Manager
Local Government Reporting Section