

**From:** compliance@libdems.org.uk

**Date:** Wed, 9 Feb 2022 at 18:00

**Subject:** Day 9 - Preparing Annual Accounts



For Day 9 of the Compliance Training Programme, we're covering **Annual Accounts** and how to complete them.

## Preparing your Annual Accounts

All Local / Regional / State Parties and some organisations are registered with the Electoral Commission as 'accounting units' of the Liberal Democrats.

They must all produce and send accounts to Lib Dem HQ by 15th March (unless they have income / expenditure over £250k). Those over 250k need to send HQ draft accounts by the **15th March** please.

The template for the Annual Accounts, along with a help sheet and FAQs sheet can be found here: <https://www.libdems.org.uk/2021-annual-accounts>

As a complement for the above, I've created this [step-by-step guide](#) on getting your Annual Accounts ready.



As always, if you have any queries, contact the Compliance Team via: [compliance@libdems.org.uk](mailto:compliance@libdems.org.uk)

For further help with Annual Accounts, email us to join the following:

Annual Accounts Clinics:

- Wed 9th Feb, 3-4pm
- Tue 15th Feb, 3-4pm
- Fri 4th Mar, 3-4pm
- Mon 7th Mar, 6-7pm

One-to-One appointments - 15-minute slots on a Monday, 3-4pm:

- 7th Mar
- 4th Apr

Finally, there's the **Treasurer Training Day** on Sunday 20th February - simply click [here](#) to register.



**Lloyd Harris**  
Compliance Projects Officer  
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