



AUDIT REPORT EXTENSION REQUEST FORM FOR A-133 AUDIT REPORTS

This form **does not** constitute an approval for an extension to submit the A-133 audit report. Written approval **must** be obtained from the cognizant or oversight federal agency within 9 months of the fiscal year-end. Otherwise, the auditee may be subject to withholding of funding for federal programs.

AUDITEE

Agency Name		Agency FEIN(s)	
Address		SED #	
Contact Name	Title		
Signature		Date	
Telephone	Fax	Email	

AUDITOR

Firm Name		Partner Name		
CPA Signature				
NYS License Number	Telephone	Engagement Letter Date*	Total Audit Fees	Non Audit Fees

*Attach a copy of the engagement letter; must reference type and scope of audit, intended completion date, and fees.

REPORT

Fiscal Year End Date	Original Due Date (No later than FYE + 9 months)	Requested Due Date
Reason for Request:		

SUBMIT TO THE APPROPRIATE ADDRESS:**USDA**

Lisa Fitzgerald
Regional Audit Manager
United States Department of Agriculture
Northeast Region
Food and Nutrition Service
10 Causeway Street, Room 501
Boston, MA 02222
T: (617) 565-6460 F: (617) 565-6254
Lisa.Fitzgerald@fns.usda.gov

USDOE

Phyllis Winston
Audit Resolution Specialist
US Department of Education
OCFO Office of Financial
Improvement and Post Audit
Operations
Union Center Plaza - 21J1
830 - First Street, NE
Washington, DC 20202-4450
T: (202) 377-3696 F: (202) 275-3462
Phyllis.Winston@ed.gov

Federal Agency: Please fax copy of approval letter obtained from cognizant or oversight federal agency to NYSED at (518) 473-0259 or email to FSandA133@mail.nysed.gov.