

# Report of Bond Security Issuance

## Instructions

During the first regular session of 2017 of the Arizona State Legislature, House Bill 2367 transitioned the debt reporting by state and local governments from the State Treasurer to the Department of Administration (ADOA). This report is required pursuant to Arizona Revised Statutes § 35-501. It is due to the ADOA within 60 days of any bond or security issue. A separate form must be completed for each issue, and for each type of bond or security. This form must be completed for all COP's or other securities with a term of greater than one year at the time of issue. Failure by a political subdivision to comply fully with A.R.S. § 35-501 will result in the inability to issue additional bonds or securities. You may provide this exact information on a form similar to this, of your own design.

*Line 1.* Enter the name of the Jurisdiction.

*Line 2.* Enter the name or title of the issue.

*Line 3.* Enter the Dated Date and the Closing Date.

*Line 4.* Provide the Par amount of the bonds or securities. **If the bond or security is multipurpose and subject to more than one debt limit, please designate the portion appropriate for each (e.g. for cities, 6% and 20% limitation.)**

*Line 5.* Enter the overall interest rate. (TIC or NIC).

*Line 6.* Show the type of bond issued. For example, General Obligation, General Obligation-Class B, Revenue, or Certificate of Participation.

*Line 7.* List the Sources of Repayment.

*Line 8.* Record the Total amount Outstanding for this type of bond. This must reflect the amount outstanding at the time of issuance, including the issue. This figure should match the amount outstanding on the Debt Service Schedule.

*Line 9.* Provide the Total amount Outstanding of all bonds or securities which are Senior or Subordinate to the issue at the time of issuance.

*Line 10.* Enter the Original Issue Price. Include any Premium or Discount. **Attach Schedule 1.** Please refer to the Instructions for Schedule 1. In the case of a private placement, substitute placement agent fees for underwriter's compensation.

*Line 11.* Enter the amount of any Constitutional or Statutory limitation on the issuance of bonds or securities of the type issued. For General Obligation bonds, provide the secondary net assessed value of the jurisdiction as of the date of issuance; the constitutional debt limit percentage(s) applicable; and the total debt limit(s). **If the issue is multipurpose and is subject to more than one limitation provide information for each limitation.**

*Line 12.* Record the amount of additional bonds or securities which may be issued within the limitation from line 11. This should reflect the debt limit remaining for the type of bonds/securities issued.

*Line 13.* If the type of bond or security issued is subject to voter authorization, enter the amount currently authorized. For example, if the bonds currently outstanding can be attributed to four bond elections, what is the total amount authorized in those four elections?

*Line 14.* Enter the remaining amount of bond/securities that may be issued within the authorization shown in line 13.

*Line 15.* If the new issue was voter approved, provide election date or dates on which such approval was granted.

*Line 16.* Provide detailed listing of Issuance Costs directly or indirectly required to be paid in association with the issuance of the bonds or securities and attach it to the form. Issuance Costs include, but are not limited to:

- Bond Counsel Fees
- Financial Advisor Fees
- Verification Agent Fees
- Investment Securities Brokerage Fees
- Registrar Fees
- Trustee Fees
- Credit Enhancement Fees
- Rating Agency Fees
- Printing Fees
- Registration Fees
- Transfer and Recording Fees
- Any other cost directly or indirectly earned or paid as a result of the bonds or securities.

*Line 17.* Attach a Debt Service Schedule, showing principal and interest dates and maturity amounts, coupon rates, yields and any premium or discount by maturity.

*Line 18.* Attach a copy of Form 8038 with information available at the time of closing. Provide a copy of the final Form 8038 which is submitted to the US Treasury when available.

*Line 19.* Provide a copy of the Final Official Statement. Such a statement should be prepared for all types of issues.

*Sign and date the form. Provide contact information.*

**Submit this form, with attachments, to [OpenBooks@azdoa.gov](mailto:OpenBooks@azdoa.gov) within 60 days of issuance.**