

AUDIT REPORT

ate ame of Unit ouncil ank Name							Fiscal Year			
							IRS EI Number			
						_ District PTA				
nk Address										
	BALANCE	ON HAND	at time of la	st audit		(date)		\$		
	BALANCE ON HAND at time of last audit RECEIPTS since last audit					(10110)				
						т	OTAL			
	DISBURSE	EMENTS sin	ice last audit	t				\$		
	BALANCE	ON HAND		(da	ate)			\$	*	
		CONCILIATI								
		-	-	nce		(date)		\$		
				dd to baland				\$		
		-			-			Ψ		
	S S CHECKS OUTSTANDING (List check number and amount)									
				\$		¢				
				\$						
						+		¢		
TOTAL outstanding checks (subtract from BALANCE in checking account								۹ ۶	*	
						(ddic)		*These lines	s must balance	
	□ I have	e verified tha	t all tax form	s, PTA- and g	jovernment	-required for	ms have b	been filed, if requ	uired.	
The follo	owing is all t	hat needs to	be read wh	nen the audito	or's report i	s given:				
and find □ cor	them rect			treasurer of					PTA/PTSA	
□ par	tially correc an be given	t more adeq	•			be followed	l so that a	a more thorough	n audit report	
				Auditor's Si	gnature					
Audit ad	looleo									

Submit separate report of explanation and recommendations to executive board. A separate audit form must be completed for each bank account.