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### AUDIT REPORT

Date 8/9/19 Fiscal Year 2018/2019  
 Name of Unit GHHS PTSA IRS EI Number 95-6204576  
 Council FootHills Secondary Council District PTA 9th District  
 Bank Name Union Bank Account # 0231471335  
 Bank Address 580N. Second St. City/Zip El Cajon CA 92019

Dates covered by this audit 1/1/19 - 6/30/19  
 Check numbers reviewed in this audit 1410-1432

BALANCE ON HAND at time of last audit <u>12/31/18</u> (date)	\$ <u>6086.94</u>
RECEIPTS since last audit	\$ <u>11521.61</u>
TOTAL	\$ <u>17608.55</u>
DISBURSEMENTS since last audit	\$ <u>10,167.23</u>
BALANCE ON HAND <u>7441.32</u> (date)	\$ <u>7441.32</u>

#### BANK RECONCILIATION

Last BANK STATEMENT balance 6/28/19 (date) \$ 5677.32  
 DEPOSITS not yet credited (add to balance) \$ 3985.00  
 \$ 3985.00 \$ \_\_\_\_\_ \$ \_\_\_\_\_

CHECKS OUTSTANDING (List check number and amount)  
 # 1422 \$ 500- # 1425 \$ 500- # 1428 \$ 1221-  
 # \_\_\_\_\_ \$ \_\_\_\_\_ # \_\_\_\_\_ \$ \_\_\_\_\_ # \_\_\_\_\_ \$ \_\_\_\_\_

TOTAL outstanding checks (subtract from balance) \$ 2221.00  
 BALANCE in checking account 6/30/19 (date) \$ 7441.32  
 \*These lines must balance

I have verified that all tax forms, PTA- and government-required forms have been filed, if required.

The following is all that needs to be read when the auditor's report is given:

I have examined the financial records of the treasurer of GHHS PTSA  
 PTA/PTSA and find them

- correct
- substantially correct with the following recommendations
- partially correct more adequate accounting procedures need to be followed so that a more thorough audit report can be given
- incorrect

Audit completed 8/9/19  
 Executive Board Adopted 8/28/19  
 Association Adopted \_\_\_\_\_  
 Auditor's Signature Rebekah Venger  
 Auditor's Printed Name Rebekah Venger

(Copies: unit president, secretary, and treasurer; council treasurer or auditor and district PTA treasurer or auditor as directed by the district PTA. Attach copy of tax form(s) to next level PTA if required to file.)

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