

### Audit Report

VFW Auxiliary # \_\_\_\_\_ District # \_\_\_\_\_ Date: \_\_\_\_\_

Quarter \_\_\_\_\_ Please Mark Which: \_\_\_\_\_ Send Audit To: \_\_\_\_\_

January 1-March 31	05/30/2021
April 1-June 30	08/31/2021
July 1-September 30	11/30/2021
October 1-December 31	02/28/2022

Kasey Osborn, Dept. Treasurer  
410 E Dustman Rd  
Bluffton, IN 46714  
osborn.kassandra@gmail.com (260) 273-9571

<u>Fund Name</u>	<u>Balance Last Report</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance This Report</u>
General Fund	\$	\$	\$	\$
Dept & National Dues	\$	\$	\$	\$
Relief	\$	\$	\$	\$
Other Funds	\$	\$	\$	\$
Provide Names of fund	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
<b>Funds Total:</b>	\$	\$	\$	\$
Savings & CD's	\$	\$	\$	\$
<b>Total All Funds</b>	\$	\$	\$	\$
<b>Checking Bank Statement Balance This Report:</b>				\$
<b>Deposits in Transit:</b>				\$
<b>Less Outstanding Checks This Report:</b>				\$
<b>Total Checking Balance This Report:</b>				\$

**Funds Total & Total Checking Balance This Report MUST Match**

**List Outstanding Checks:**

<u>Check #</u>	<u>Amount</u>	<u>Check #</u>	<u>Amount</u>	<u>Total Outstanding</u>
				\$

This is to certify that the books and records of the Treasurer and Secretary have been audited and all money is properly accounted for. Audited Date: \_\_\_\_\_

Trustee #1 \_\_\_\_\_

Trustee #2 \_\_\_\_\_

Trustee #3 \_\_\_\_\_

Items to be Audited: Treasurer's Ledger/Computer Records, All Bank Statements, Cancelled Checks, Checkbook, Secretary's Minutes. Please sign those items. Make 4 copies of this Audit and give to President, Secretary, Treasurer, and #1 Trustee. **Send Original to Department Treasurer**

**In case of error, please return to:**

Name: \_\_\_\_\_ PH# \_\_\_\_\_

Address: \_\_\_\_\_

City, ST, Zip: \_\_\_\_\_