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AUDIT REPORT

Date 9/28/17 Fiscal Year 16-17
Name of Unit University Charter Schools PTSA IRS EI Number 95-6154395
Council Camarillo District PTA 12th
Bank Name Bank of America Account # 001 7440 2693
Bank Address 2400 E. Ponderosa Drive City/Zip 93010-4833

Dates covered by this audit January 1, 2017 - June 30, 2017

Check numbers reviewed in this audit 2824-2910 (Checks are out of sequence)

BALANCE ON HAND at time of last audit <u>1/1/17</u> (date)	\$ <u>31,652.56</u>
RECEIPTS since last audit	\$ <u>43,570.84</u>
DISBURSEMENTS since last audit	\$ <u>75,223.40</u>
BALANCE ON HAND <u>6/30/17</u> (date)	\$ <u>53,534.80</u>
	\$ <u>21,688.60</u> *

BANK RECONCILIATION

Last BANK STATEMENT balance <u>6/30/17</u> (date)	\$ <u>22,035.12</u>
DEPOSITS not yet credited (add to balance)	\$ <u>0.00</u>
\$ _____ \$ _____ \$ _____	

CHECKS OUTSTANDING (List check number and amount)

# <u>2883</u> \$ <u>26.75</u>	# <u>2823</u> \$ <u>52.00</u>	# _____ \$ _____
# <u>2912</u> \$ <u>267.77</u>	# _____ \$ _____	# _____ \$ _____

TOTAL outstanding checks (subtract from balance)	\$ <u>346.52</u>
BALANCE in checking account <u>6/30/17</u> (date)	\$ <u>21,688.60</u> *

*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 University Charter Schools 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 9/28/17

Executive Board Adopted _____

Association Adopted _____

Auditor's Signature Nancy Lee Ma

Auditor's Printed Name Nancy Lee Ma

(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.

Fig. F-4 Audit Report