

## Local Unit Audit Report

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An-audit for Twin Hickory ES PTA, on record with EIN, 54-1992831 was completed on 7/18/16 by Mike Biester. The audit was presented to the Twin Hickory ES PTA board on \_\_\_\_\_ and adopted by the general membership on \_\_\_\_\_. The audit period was from July 1, 2015 to June 30, 2016. The date of the last audit was 7/28/15. A form 990-N, 990-EZ was filed as a result of total receipts for the reporting year.

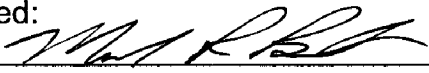
Council Membership: Henrico County District: Richmond

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_  
 President Treasurer  
 AM phone number: (\_\_\_\_) \_\_\_\_\_  
 PM phone number: (\_\_\_\_) \_\_\_\_\_  
 Email: \_\_\_\_\_

**\*\*\*Signatures should be current president and treasurer in office at time of executive board approval and general membership adoption.\*\*\***

**AUDITOR or AUDIT COMMITTEE:**

- The records of the treasurer of Twin Hickory ES PTA are correct.
- The records of the treasurer of \_\_\_\_\_ PTA/PTSA were found to be inadequate to complete the audit after attempting to locate missing records. Please see attached comments.

<p><b>Auditor:</b></p> <p>Signed: <u></u></p> <hr/> <p>Printed Name: Mike Biester          Organization: Accountant          Address: 5116 Dorin Hill Court          Glen Allen, VA 23059          Phone number: (804) 332-4815</p>	<p><b>Audit Committee:</b></p> <p>Signed: _____</p> <p style="text-align: center;">Audit Committee Chair</p> <p>Signed: _____</p> <p style="text-align: center;">Audit Committee Member</p> <p>Signed: _____</p> <p style="text-align: center;">Audit Committee Member</p>
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**Audit Report for: Twin Hickory ES PTA                      EIN: 54-1992831**  
**Per Member Dues for 2015-16 (year) \_\_\_\_\_ (amount)**

The following audit information is submitted to the Virginia PTA as the annual audit of this association.

<b>1. Beginning Balance</b>		<b>\$ 10,383.01</b>
<b>2. Receipts</b>	<i>Total of all receipts and credits.</i>	<b>\$ 57,717.97</b>
<b>3. Add line 1 and line 2:</b>		<b>\$ 68,100.98</b>
<b>4. Expenses</b>	<i>Total of all checks written and debits</i>	<b>\$ 45,746.14</b>
<b>5. Subtract line 4 from line 3 for "BALANCE ON HAND"</b> <i>(Should match check register)</i>		<b>\$ 22,354.84</b>

**OUTSTANDING CHECKS AND DEPOSITS:**

<b>6. Balance on Last Bank Statement:</b>		<b>\$ 24,601.50</b>
<b>Outstanding Checks:</b>		
Check #	Payable to:	Amount
3761	Olivia Williams	500.00
3762	Katy-Did Flags	800.00
3769	Sabrina Stouffs	94.66
3775	Anshu Gupta	207.00
	"continued on a separate piece of page"	
	<b>TOTAL OUSTANDING CHECKS:</b>	<b>\$ 2,246.66</b>
<b>7. Subtract total for Outstanding Checks from Line 6.</b>		<b>\$ 22,354.84</b>
<b>Outstanding Deposits</b>		
Source of Deposit		Amount
	<b>TOTAL OUTSTANDING DEPOSITS:</b>	<b>\$</b>
<b>8. Add total Outstanding Deposits to Line 7.</b>		<b>\$ 22,354.84</b>
<b>9. Enter amount in line 8 to verify "BALANCE ON HAND"</b> <i>Should match check register and amount in Line 5.</i>		<b>\$ 22,354.84</b>

**"continued on a separate piece of page" – Outstanding Checks**

***Outstanding Checks:***

Check #	Payable to:	Amount
3779	Anshu Gupta	168.96
3787	Directory Solutions, Inc.	398.00
3789	Anshu Gupta	40.61
3790	Sue Hickory	37.43
	<b>TOTAL OUSTANDING CHECKS:</b>	<i>See Box 6</i>

**Auditor or Audit Committee Comments:**

*The auditor or audit committee may include any comments, recommendations or concerns in this section or attach separately to the audit report for consideration by the incoming treasurer and/or local unit board.*

- **Great organization with the books**