

AUDIT CHECKLIST

This sheet **MUST** be returned with ALL audit paperwork

CHECK ALL BOXES INCLUDED IN RETURN PACKAGE

- Financial Report
- SIGNED Supplementary Fundraising Report (Clubs Only)
- SIGNED Authorization Form
- SIGNED form 1c for Units/Committees/Clubs
- Copy of bank statements of checking account
for **December 31, 2016** and **January 31, 2017**
- Copy of Savings Account statement for December 31, 2016
 Does not apply
- Copy of Certificate of Deposit statement - last statement of year 2016
 Does not apply
- List of Accounts receivable
 Does not apply
- List of investments
 Does not apply
- List of other liabilities
 Does not apply
- Audit checklist

Unit/Committee/Shrine Club