

## Trustees Audit Report: Department of Nevada Auxiliary

Auxiliary # \_\_\_\_\_ District # \_\_\_\_\_ Auxiliary Name: \_\_\_\_\_

Distribution of Receipts, Disbursements, and Cash Balances by Funds

20\_\_\_\_ to 20\_\_\_\_

For Period Dated:     **Last Meeting**     To:     **Current Meeting**    

	Cash Balance			Cash Balance
<i>Fund</i>	<i>Last Report</i>	<i>Receipts</i>	<i>Disbursements</i>	<i>This Report</i>
Aux. General Fund				
Aux. Relief Fund				
	<b>TOTALS FROM</b>	<b>MONEY</b>	<b>MONEY</b>	
<b>ADD YOUR</b>	<b>LAST</b>	<b>RECEIVED</b>	<b>SPENT</b>	
<b>AUX SPECIFIC</b>	<b>REPORT</b>		<b>BEFORE</b>	
<b>LINE ITEMS</b>			<b>MEETING</b>	
Totals				
Bank Account				
Total Balance All Funds				<b>Must Agree</b>

Balance Shown on Bank Statement \$     **Final Total**    

Less Outstanding Checks      Number # \_\_\_\_\_ \$ \_\_\_\_\_  
    Number # \_\_\_\_\_ \$ \_\_\_\_\_  
    Number # \_\_\_\_\_ \$ \_\_\_\_\_  
    Number # \_\_\_\_\_ \$ \_\_\_\_\_  
    Number # \_\_\_\_\_ \$ \_\_\_\_\_

**Total Outstanding Checks**      \$ \_\_\_\_\_

Total Deposit in-route to Bank \$ \_\_\_\_\_

MUST Agree with Total Above:      **Total Bank Balance** \$     **Must Agree**    

This is to certify that the books of the  
 Secretary & Treasurer have been Audited,  
 Found correct, and all monies accounted for.

Date Audited:     **Must Be Dated**    

Trustees Signatures
#1
#2
#3

The Treasurer must provide all Bank Statements, Account Books, Canceled Checks, & Receipt Book to Auditors for Audit to be completed.  
 ORIGINAL Audit Report stays with Auxiliary Treasurer, Send copies to: Auxiliary Secretary, and Department Treasurer, National Bylaws 813-814.