

Braelinn Elementary – Audit Report (Form 9, Revision A, 4/1/2015)

An audit for Braelinn Elementary School PTO, was completed on _____.

By (Auditor or Committee) _____.

The Audit was presented to the _____ PTO board on _____ and was adopted by the general membership on _____.

The audit period was from _____ to _____. The date of the last audit was _____.

Signed _____ Signed _____
President Treasure

Auditor or Audit Committee:

___ The records of the treasurer of Braelinn Elementary School PTO are correct

___ The records of the treasurer of Braelinn Elementary School PTO were found to be inadequate to complete the audit after attempting to locate missing records.

Please see attached for comments.

Auditor:
Signed: _____
Printed Name: _____
Organization: _____
Address: _____
Phone Number: _____

Audit Committee:
Signed: _____
Audit Committee Chair
Signed: _____
Audit Committee Member
Signed: _____
Audit Committee Member