



VFW AUXILIARY TRUSTEES' REPORT OF AUDIT

The Books and records of the secretary and Treasurer, VFW Auxiliary to Post

_____ Location _____ District _____

Department of California for period beginning _____ and ending _____, 20 _____

Funds	1		2		3		4	
	Balances at beginning of period		Receipts during period		Expenditures During period		Quarter end Balances	
Auxiliary General Fund								
Department and National Dues								
Relief Fund								
Savings Account								
Other								
Other								
Other								
Total	\$		\$		\$		\$	

Total Number of current members _____

Date of last meeting _____

Have Malta Receipts & Withdrawals been Checked? _____

Outstanding Checks:

Check #	Amount
_____	_____
_____	_____
_____	_____
_____	_____

RECONCILIATION OF FUND BALANCES

Bank Balance	\$ _____
(+) Deposits not credited	\$ _____
Balance	\$ _____
(-) Outstanding Checks	\$ _____
Balance	\$ _____
Checking Acct Balance	\$ _____
Saving Acct Balance	\$ _____
Grand Total	\$ _____

This is to certify that the books of the Secretary and Treasurer have been audited and found correct, and all money properly accounted for:

Audit this date _____

Trustee _____

Approved this date _____

Trustee _____

Trustee _____

One copy of this audit report is to be retained by the auxiliary secretary, one copy by the 1 yr Trustee and one to be sent to the Department Secretary **immediately following approval at meeting.**

QUARTERLY AUDIT

Jan – Feb – Mar
April – May – June
July – Aug – Sept
Oct-Nov-Dec

DATE DUE TO DEPARTMENT

April 30
July 31
Oct 31
Jan 31