

Local Unit Audit Report

An audit for Vienna Elementary PTA (Virginia Congress of Parents & Teachers), on record with EIN, 54-1468845 was completed on 1/19/10 by the audit committee _____.

The audit was presented to the Vienna Elementary PTA board on 1/20/10 and adopted by the general membership on _____. The audit period was from 8/1/08 to 6/30/09 (11 months to get back on proper year-end) _____. The date of the last audit was 1/22/09. A form 990 was required as a result of total receipts for the reporting year.

Council Membership: Fairfax District: _____

Signed: President
 AM phone number: (703) 242-3935
 PM phone number: (703) 242-3935
 Email: Tara.MacCall@WaltersKlumper.com

Signed: Treasurer

AUDITOR or AUDIT COMMITTEE:

- The records of the treasurer of Darleen Ham are correct.
- The records of the treasurer of _____ were found to be inadequate to complete the audit after attempting to locate missing records. Please see attached comments.

<p>Auditor:</p> <p>Signed: _____</p> <p>Printed Name: _____</p> <p>Organization: _____</p> <p>Address: _____</p> <p>Phone number: _____</p>	<p>Audit Committee:</p> <p>Signed: <u></u> Audit Committee Chair</p> <p>Signed: <u></u> Audit Committee Member</p> <p>Signed: _____ Audit Committee Member</p>
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 (Space below for use by the VAPTA Treasurer or designee only).

Verified as a valid local unit audit by: _____



Print Name: _____

Signature _____

Date _____

Audit Report for: Vienna Elementary **EIN:** 54-1468845
Per Member Dues for _____ **(year)** _____ **(amount)** _____

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

8/1/08 thru 6/30/09

1. Beginning Balance		\$ 23,134.27
2. Receipts	51,429.81 2.38 <i>Total of all receipts and credits.</i>	\$ 51,432.19
3. Add line 1 and line 2:		\$ 74,566.46
4. Expenses	41,346.87 increase 6515.29 in asset for prepaid <i>Total of all checks written and debits</i>	\$ 47,862.16
5. Subtract line 4 from line 3 for "BALANCE ON HAND" <i>(Should match check register)</i>		\$ 26,704.30

OUTSTANDING CHECKS AND DEPOSITS:

6. Balance on Last Bank Statement:		\$ 23,078.05
Outstanding Checks:		
Check #	Payable to:	Amount
	14 items	1593.56
	TOTAL OUSTANDING CHECKS:	\$ 1593.56
7. Subtract total for Outstanding Checks from Line 6.		\$ 21,484.49
Outstanding Deposits		
Source of Deposit		Amount
	TOTAL OUSTANDING DEPOSITS:	\$
8. Add total Outstanding Deposits to Line 7.		\$ 0
9. Enter amount in line 8 to verify "BALANCE ON HAND" <i>Should match check register and amount in Line 5.</i>		\$ 21,484.49

Potomac

5219.81

26,704.30