

Local Unit Audit Report

An audit for Varina High School PTSA, on record with EIN, 54-1251697 was completed on 7/8/11 by an audit committee.
 The audit was presented to the VHS PTSA Board board on 8/16/11 and adopted by the general membership on _____.
 The audit period was from 7-1-10 to 6-30-11. The date of the last audit was 7-24-10. A Form 990 will be filed with IRS on or before 11-15-10.

Council Membership: Henrico County District: Richmond
 Signed: Sara C. Ceda President Signed: Danvera K Coffey Treasurer
 AM phone number: () _____
 PM phone number: () _____
 Email: _____

AUDITOR or AUDIT COMMITTEE:

- The records of the treasurer of Varina High School PTSA 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>Debra Carroll</u> Audit Committee Chair</p> <p>Signed: <u>Maura</u> Audit Committee Member</p> <p>Signed: <u>Kelly Christensen</u> 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: Varina High PTSA EIN: 54-1251697
 Per Member Dues for 2010-11 (year) \$ 5.00 per member (amount)
7-1-10 thru 6-30-11

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

1. Beginning Balance		\$ 3,157.22
2. Receipts	Total of all receipts and credits.	\$ 13,984.80
3. Add line 1 and line 2:		\$ 17,142.02
4. Expenses	Total of all checks written and debits	\$ 14,610.16
5. Subtract line 4 from line 3 for "BALANCE ON HAND" (Should match check register)		\$ 2,531.86

Correction
 14480.16
 2661.86

OUTSTANDING CHECKS AND DEPOSITS:

6. Balance on Last Bank Statement:		\$ 3,736.86
<u>Outstanding Checks:</u>		
Check #	Payable to:	Amount
1715	Friends of City Dance	\$ 75.00
1737	Jonathan Thomas	\$ 130.00
1751	Old Dominion Univ.	\$ 1,000.00
TOTAL OUTSTANDING CHECKS:		\$ 1,205.00
7. Subtract total for Outstanding Checks from Line 6.		\$ 2,531.86
<u>Outstanding Deposits</u>		
Source of Deposit	Amount	
TOTAL OUTSTANDING DEPOSITS:		\$
8. Add total Outstanding Deposits to Line 7.		\$ 0
9. Enter amount in line 8 to verify "BALANCE ON HAND" (Should match check register and amount in Line 5.)		\$ 2,531.86

check voided in 5/11

2661.86

7/21/11 new Treasurer noticed check # 1737 was voided on 5/19/11 but check amount was not added back into bank balance. Correct bank account balance is \$ 2661.86 on 6/30/11. Way to handle was discussed with Jennifer Young on 7/22/11.
 (VIA PTA Pres.)

+ 130.00
 \$ 2661.86
 check 1737 voided in 5/11