

## Trustees' Report Of Audit

The books and records of the Treasurer and Secretary of the Men's Auxiliary to Post No. \_\_\_\_\_.

Department of \_\_\_\_\_ for the Fiscal Quarter ending \_\_\_\_\_.

Fiscal Quarters:    Jan 1 to Mar 31    Apr 1 to Jun 30    Jul 1 to Sep 30    Oct 1 to Dec 31

Description of Funds	Net Cash Balance Beginning of Quarter	Receipts for the Quarter	Expenditures for the Quarter	Net Cash Balance at end of Quarter
Department Dues	\$	\$	\$	\$
Post Dues				
General Fund				
Dues Reserve Fund				
Relief Fund				
Savings				
Other:				
<b>Totals of all Funds</b>	\$	\$	\$	\$

### Reconciliation of Funds

Checking Account Balance	\$	
Less Outstanding Checks	\$	
Actual Checking Account Balance		\$
Savings Account Balance		\$
Cash on Hand		\$
<b>Total</b>		\$
Bonds and Investments (Cost Value)		\$
<b>Total</b>		\$

### Trustees' and President's Certificate of Audit

This is to certify that we (or qualified accountants) have audited the books and records of the Secretary and Treasurer of the Men's Auxiliary to Post No. \_\_\_\_\_ for the Fiscal Quarter ending \_\_\_\_\_.

Treasurer: \_\_\_\_\_

Signed: \_\_\_\_\_ Trustee, 3 Year

Signed: \_\_\_\_\_ Trustee, 2 Year

Signed: \_\_\_\_\_ Trustee, 1 Year

This is to certify that the office of the Treasurer is bonded with \_\_\_\_\_ in the amount of \$ \_\_\_\_\_ until \_\_\_\_\_ and that this audit is correctly made out to the best of my knowledge and belief.

Signed: \_\_\_\_\_ President

**NOTE:** Please mail the original Report of Audit to the Post Quartermaster, forward a copy to the Department Quartermaster and retain a copy for your auxiliary records.