

**Dighton-Rehoboth Marching Band Boosters**

**Audit Form for Fiscal Year \_\_\_\_\_\_\_\_\_\_\_\_\_**

**August 1 through July 31**

1. Beginning Balance in all accounts as of last audit (or July 31 of previous fiscal year) $\_\_\_\_\_\_\_\_\_\_\_
2. Income (total deposits from Aug 1 – July 31) $\_\_\_\_\_\_\_\_\_\_\_
3. Were all deposits supported by a DRMBB Deposit Form and appropriately countersigned?

\_\_\_\_\_\_\_\_\_\_\_\_ If no, list dates and amounts of those deposits:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Total Cash (add lines 1 and 2 together) $\_\_\_\_\_\_\_\_\_\_\_
2. Expenses (total **cleared** disbursements from Aug 1 – July 31) $\_\_\_\_\_\_\_\_\_\_\_
3. Were all disbursements supported by a DRMBB Reimbursement Request Form

And appropriately countersigned? \_\_\_\_\_\_\_\_\_\_\_\_

If no, list dates and amounts of those missing:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Ending Balance (subtract 5 from 4) $\_\_\_\_\_\_\_\_\_\_\_
2. Enter total amount of checks outstanding (written during fiscal year, but not cleared) $\_\_\_\_\_\_\_\_\_\_\_

List check #’s and amounts below:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Ending Fiscal Year Balance (subtract 8 from 7) $\_\_\_\_\_\_\_\_\_\_\_

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We have examined the books of the Dighton-Rehoboth Marching Band Boosters for the \_\_\_\_\_\_\_\_\_\_\_\_\_ Fiscal Year and find them to be (Please choose one)

\_\_\_\_\_\_\_\_ Correct

\_\_\_\_\_\_\_\_ Incomplete

\_\_\_\_\_\_\_\_\_ Incorrect

\_\_\_\_\_\_\_\_\_ Substantially correct with the following adjustments:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Auditors’ signature:

Audit Committee Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member #2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Member #3 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date audit completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If gross support and revenue (line 4) meets or exceeds $200,000, the financial records must also be submitted for audit by a certified CPA and submitted to the Attorney General’s Office. That audit shall be performed separately and in addition to the audit performed by members. Note that the audit committee may include only one member of the board as long as that member is not the Treasurer or Assistant Treasurer.

Upon completion, this form shall be returned to the Treasurer for filing with the organizations official records.

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