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AUDIT REPORT

Date Mar 18, 2019
 Name of Unit Pacific Trails Middle School
 Council North Coastal Council of PTA's
 Bank Name Wells Fargo Bank N.A
 Bank Address P.O. Box 6995

Fiscal Year 2018-2019
 IRS EI Number 90-1080675
 District PTA ninth District
 Account # 9312574396
 City/Zip Portland, OR, 97288

Dates covered by this audit July 1, 2018 - December 31, 2018
 Check numbers reviewed in this audit 1298 - 1344

BALANCE ON HAND at time of last audit <u>6/30/18</u> (date)	\$ <u>57,245.96</u>
RECEIPTS since last audit	\$ <u>70,791.92</u>
TOTAL	\$ <u>128,037.88</u>
DISBURSEMENTS since last audit	\$ <u>22,750.84</u>
BALANCE ON HAND <u>12/31/18</u> (date)	\$ <u>105,287.04</u>

BANK RECONCILIATION

Last BANK STATEMENT balance <u>12/31/18</u> (date)	\$ <u>108,327.84</u>
DEPOSITS not yet credited (add to balance)	\$ <u>—</u>
\$ <u>—</u> \$ <u>—</u> \$ <u>—</u>	
CHECKS OUTSTANDING (List check number and amount)	
# <u>1343</u> \$ <u>3,040.80</u> # <u> </u> \$ <u> </u> # <u> </u> \$ <u> </u>	
# <u> </u> \$ <u> </u> # <u> </u> \$ <u> </u> # <u> </u> \$ <u> </u>	
TOTAL outstanding checks (subtract from balance)	\$ <u>3,040.80</u>
BALANCE in checking account <u>12/31/18</u> (date)	\$ <u>105,287.04</u>

*These lines must balance

I have verified that all tax forms, PTA- and government-required forms have been filed, if required.

The following is all that needs to be read when the auditor's report is given:
 I have examined the financial records of the treasurer of Pacific Trails Middle School
 PTA/PTSA and find them

- correct
- substantially correct with the following recommendations
- partially correct more adequate accounting procedures need to be followed so that a more thorough audit report can be given
- incorrect

Audit completed march 18/19
 Executive Board Adopted 3/19/2019
 Association Adopted _____
 Auditor's Signature Janice Mader
 Auditor's Printed Name Janice mader

(Copies: unit president, secretary, and treasurer; council treasurer or auditor and district PTA treasurer or auditor as directed by the district PTA. Attach copy of tax form(s) to next level PTA, if required to file.)

Submit separate report of explanation and recommendations to executive board.
 A separate audit form must be completed for each bank account.