

# Company Audit Report



International Society Daughters of Utah Pioneers  
300 North Main St.  
Salt Lake City, Utah 84103-1699

Company: \_\_\_\_\_

Date: \_\_\_\_\_

Audited by:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Instructions:

*Financial records must be audited by three persons, president and two others.*

*Financial records can be audited by any person on the company board except the treasurer.*

*Audits are to be done annually before the president's report is given at the annual convention.*

*Report is to be prepared by company treasurer and sent to International by May 31.*

We find the status of the financial records of \_\_\_\_\_ Company as follows:

Receipt Balance accurate                      Yes \_\_\_\_ No \_\_\_\_

Disbursement Balance accurate              Yes \_\_\_\_ No \_\_\_\_

Checkbook balances with Bank Statement    Yes \_\_\_\_ No \_\_\_\_

Balance from last year                        \$ \_\_\_\_\_

Deposits (add to balance)                    \$ \_\_\_\_\_

Sub total                                        \$ \_\_\_\_\_

Disbursement (subtract from total)        \$ \_\_\_\_\_

Total     \$ \_\_\_\_\_

*If there are questions, please contact:*

Crystal Halladay  
International Treasurer  
300 North Main Street  
Salt Lake City, Utah 84103-1699  
Phone: 801-532-6479