SONS OF UTAH PIONEERS
CHAPTER AUDITING REPORT:

20___ AUDIT YEAR

_____ Chapter Chapter EIN: _____

DATE OF AUDIT _____,20____

Audit Report is *due by Feb 15,* to the National Office

Attn: Treasurer
3301 E Louise Ave (2920 S)
Salt Lake City UT 84109

	Checking Account	Savings Account	Scholarship Account	TOTAL (checking+ savings + scholarship)
A. Beginning account balance for audit year				
B. Add deposits to account				
C. Less expenses from account (amounts withdrawn)				
Ending account balance for audit year (A+B-C)				

All deposits are in balance with receipts (amt of money received)	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
All expenses are in balance with disbursements (amount of money paid out)	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No
All accounts are in balance with bank statements	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No

Audited by

name	title	telephone	signature
name	title	telephone	signature
name	title	telephone	signature

[Three signatures are required. Financial records can be audited by anyone on the Chapter board. ***The treasurer <u>may not</u>*** *be one of the auditors. (You need not* hire a CPA to do this auditing.)]

Who will file the IRS 990, 990-EZ, or 990-N for the audit year? ☐ National ☐ Chapter

Will the chapter submit a request for a Utah Sales Tax refund to National? ☐ Yes ☐ No