

Audit of Books Agreement for the year _____

An audit or review of your financial books **MUST** be done each year by an outside, independent person following the end of the calendar year.

This may be a church member, however, not a member of the immediate family of those who are responsible for handling such funds.

Complete the following:

Church Name: _____

We understand our church must have a financial audit/review report for the year _____ into the District Office by June 1, _____.

Should we fail to return the requested, required report, we understand the district superintendent will indicate this failure in our church file, and it could affect insurance coverage should there be any charges or litigation to the failure to provide an audit/review report

Pastor's signature _____

Finance Chair signature _____

Treasurer's signature _____

***This form must be turned in with charge conference reports even though the audits are done after the first of the year.**