

Claims Audit Report
February 2015

Warrant	Date	No of Claims	Total Amount	Account	
9H	2/24/2015	9	\$527,838.29	capital	voided check#3165 during printing
33A	2/11/2015	152	\$1,167,143.58	general	voided check#86986;#86987;#87016;#87041;#87042;#87043 during printing
				general	voided check#86817 lost check / voided check#86943 wrong address
					voided check#86854;#86887;#87018 wrong amount
34A(PR)	2/11/2015	2	492,097.73	general	
35A	2/24/2015	105	192,186.32	general	voided check#87087;#87119;#87161 during printing
36A(PR)	2/25/2015	2	492,170.75	general	
30F	2/5/2015	7	45,154.86	federal	
31F(PR)	2/11/2015	1	16,221.67	federal	
32F(PR)	2/25/2015	1	15,664.13	federal	
33F	2/26/2015	4	1,182.24	federal	
24C	2/3/2015	9	10,419.85	cafeteria	voided check#13884 during printing
25C(PR)	2/11/2015	1	6,293.79	cafeteria	
26C	2/17/2015	11	24,582.52	cafeteria	voided check#13895 during printing
C27(PR)	2/25/2015	1	5,898.48	cafeteria	
25TA	2/5/2015	5	702,315.59	trust&agency	
26TA(PR)	2/11/2015	14	455,545.39	trust&agency	
27TA(PR)	2/25/2015	18	482,142.98	trust&agency	

Submitted by: Karee Mancino 3/2/15

AVERILL PARK CENTRAL SCHOOL DISTRICT

Checklist for Audit of Claims

Date: 3/2/15

Warrant Number: 16 warrants

Check Numbers: 342 checks ~~to~~ _____

I hereby certify that the attached schedule of claims has been audited. All claims have been check for the following:

- _____ 1. Mathematical accuracy (extensions, additions and calculations of discounts)
- _____ 2. No duplicate payments of previously paid invoices/claims
- _____ 3. Voucher claims check against original purchase orders
- _____ 4. Voucher claims are properly itemized and do not exceed authorized rates for travel, mileage, meals, officials rates, etc.
- _____ 5. Receipts for goods or services are attached to claims
- _____ 6. Late charges and discounts have been deducted from voucher claims
- _____ 7. Sales tax has been deducted and not approved for payment
- _____ 8. All 1099 vendors have Social Security or Tax ID Nos. on file
- _____ 9. No prepayments have been made except with prior approval
- _____ 10. Invoices match bid prices, if applicable

Exceptions/Comments:

Pre-audit completed: _____
Accounts Payable Clerk

Certified: Kore Mancino 3/2/15
Claims Auditor