

Claims Audit Report
March 2016

Warrant	Date	No of Claims	Total Amount	Account	
9H	3/23/16	6	\$62,687.39	capital	
39A	3/8/16	95	\$336,048.94	general	voided check#92304;#92340;#92341;#92342 during printing
41A	3/22/16	118	\$231,338.78	general	voided check# 92363 wrong amount voided check#92371;#92414;#92453 during printing voided check#91234 stop payment; #92470 wrong amount
16C	3/1/16	13	9,076.13	cafeteria	
17C	3/14/16	14	17,109.01	cafeteria	voided check#15694 during printing
18C	3/28/16	13	16,211.58	cafeteria	voided check#15707 during printing
15F	3/10/16	5	3,561.00	federal	
28TA(PR)	3/9/16	16	1,250,385.58	trust&agency	
29A	3/11/16	4	733,818.22	trust&agency	
30TA(PR)	3/23/16	19	1,218,684.40	trust&agency	

Submitted by: Kane Spencer 4/4/16

AVERILL PARK CENTRAL SCHOOL DISTRICT

Checklist for Audit of Claims

Date: 4/4/16

Warrant Number: 10 warrants

Check Numbers: 303 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: Karee Mancino 4/4/16

Claims Auditor