

Claims Audit Report
 April 2016

Warrant	Date	No of Claims	Total Amount	Account	
10H	4/19/16	4	\$17,731.44	capital	
44A	4/6/16	91	\$492,276.61	general	voided check#92555;#92567;#92568;#92569 during printing
					voided check#92539;#92540;#92541;#92542 error-checks shredded
46A	4/19/16	126	\$172,706.45	general	voided check#92613 during printing
					voided check#91865 stop payment
19C	4/11/16	13	10,585.70	cafeteria	voided check#1570 during printing
20C	4/25/16	13	20,638.67	cafeteria	voided check#15733 during printing
16F	4/7/16	7	2,766.37	federal	
32TA(PR)	4/6/16	16	1,191,400.74	trust&agency	
33TA	4/13/16	4	731,001.67	trust&agency	
34TA(PR)	4/20/16	19	1,213,323.57	trust&agency	

Submitted by: Kane Mancus 5/2/16

AVERILL PARK CENTRAL SCHOOL DISTRICT

Checklist for Audit of Claims

Date: 5/2/16

Warrant Numbers: 9 warrants

Check Numbers: 293 checks ~~X0~~

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: Karen Mancini 5/2/16
Claims Auditor