Sons of Union Veterans of the Civil War
Col. George L. Willard Camp #154
Semi-Annual Internal Audit

Circle Audit Cycle **January - June** **July - December** Date: _____ 20 ___

MEMBERSHIP

SUMMARY		**DEDUCTIONS**	
Total Members at the Start of the Cycle	_____	Non-payment of Dues	_____
Initiations - Full Member	_____	Deceased Members	_____
Initiations - Associate Member	_____	Voluntary Withdrawal	_____
Initiations - Junior Member	_____	Other	_____
Transfers from other Camps	_____	_____	_____
Reinstatements	_____		
SUB-TOTAL FOR PERIOD	_____		
Member Deductions	(_____)	**<<<TOTAL**	_____
Members at the End of the Audit Cycle	_____		

ACCOUNTS and TRANSACTIONS

Treasurer Report - A

1. Cash on Hand at Start of Cycle		_____	
2. General Fund (Checking Account) at Start of Cycle		_____	
3. Membership Dues received	_____		
4. Donations Received (explain on reverse)	_____		
5. Interest Income on account	_____		
6. Other Income (explain on reverse)	_____		
7. SUB- TOTAL On-Hand and Receipts		A _____	
8. EXPENSES			
9. Website Maintenance	_____		
10. Banking fees / Cost of Checks	_____		
11. Donations (explain on Reverse)	_____		
12. Other_____	_____		
13. Other_____	_____		
SUB-TOTAL Expenses		B_____	
GRAND-TOTAL (A minus B)			_____

Treasurer Report - B

14. Memorial Fund at Start of Cycle		_____	
15. Additions / Donations (explain on reverse)		_____	
16. SUB-TOTAL		C _____	
16. EXPSENSES			
17._____(explain on reverse)	_____		
18._____(explain on reverse)	_____		
19. SUB-TOTAL EXPENSES		D_____	
GRAND-TOTAL (C minus D)			_____

TOTAL (Grand Total from Treasurer Report A and Treasurer Report B) _____

Camp Commander (print)	(sign)
Treasurer (print)	(sign)
Camp Council (print)	(sign)
Camp Council (print)	(sing)

Line 4 - Donations Received to the General Fund	
Source	Amount
Line 6 - Other Income	
Source	Amount
Line 11 - Donations Made	
Recipient	Amount
Line 15 - Memorial Fund Additions /Donations	
Source	Amount
Line 17 Expense Source	Amount
Line 18 Expense Source	Amount