



**AUXILIARY TO SONS OF UNION VETERANS
OF THE CIVIL WAR**

ANNUAL DEPARTMENT AUDIT REPORT

for Period Ending _____, 20_____
Department of _____

REPORT OF DEPARTMENT COUNCIL

We have audited the books of the Department Secretary and Treasurer and make the following report:

Date of last report _____ Total Funds last report _____

Checking Account Balance on hand last report _____

Income:

Per Capita Tax	_____	
Application Fees	_____	
Auxiliary Fines	_____	
Chief of Staff	_____	
Patriotic Instructor	_____	
Contributions	_____	
Miscellaneous	_____	
Total Income	_____	+ _____
	Sub-total	_____

Expenditures:

Per Capita Tax	_____	
Application Fees	_____	
Department Expenses	_____	
ASUVCW Donations	_____	
Charitable Donations	_____	
Miscellaneous	_____	
Total Expenditures	_____	- _____

Checking Account Balance on hand this report _____

Savings Account	_____	+
Certificates of Deposit	_____	+
TOTAL FUNDS	_____	

The minutes of the last Encampment have been written and filed. All Department property is properly cared and accounted for.

The following Auxiliaries are in arrears for per capita tax and have been notified. We recommend:

Respectfully submitted in F, C & L,

Council #1

Council #2

Council #3

Please complete when the books of the Department Secretary and Treasurer are audited.

Department Secretary, please forward this report to the National Secretary.