



<b>Church:</b>	<b>Charge:</b>
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**THE HANDLING OF CHURCH FUNDS**

8. Are reports made regularly to the Committee on Finance or the Church Council by the treasurer(s)? (§258.4b)  
 YES / NO  
 If not, why not? \_\_\_\_\_
9. Are all benevolences and other connectional funds remitted monthly to the conference treasurer? (§258.4b)  
 YES / NO  
 If not, why not? \_\_\_\_\_
10. a. What banks have been designated by the Church Council as a Depository? (§ 258.4e) \_\_\_\_\_  
 \_\_\_\_\_  
 b. Are all deposited funds fully guaranteed or insured? YES / NO  
 c. Is the account(s) in the name of the church? YES / NO
11. Has the Committee established written financial policies to document the internal controls of the local church (§258.4c)? (*Attach as supplement*) YES / NO  
 If not, why not? \_\_\_\_\_
12. Have these policies been reviewed by the committee and found to be adequate and effective (§258.4c,d)? YES / NO
13. Are the church offerings counted by a counting committee of two or more persons who are not from the same household? (§258.4a) YES / NO
14. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance? (§258.4a) YES / NO  
 If not, why not? \_\_\_\_\_
15. Has bonding been obtained for financial officers of the church? (§258.4b) YES / NO
16. Has the Committee on Finance had the books of the financial officers examined and submitted a Fund Balance Report to the district superintendent within the last year? YES / NO
17. a. Have the Financial records of the church and all its organizations been audited for the prior fiscal year (§258.4d)? YES / NO  
 If not, why not? \_\_\_\_\_  
 (§258.4d) **“The committee shall make provision for an annual audit of the financial statements of the local church and all its organizations and accounts. The committee shall make a full and complete report to the annual charge conference. A local church audit is defined as an independent evaluation of the financial reports and records and the internal controls of the local church by a qualified person or persons....The audit may include: 1) a review of the cash and investment reconciliations; 2) interviews with the treasurer, financial secretary, pastor, finance committee chair, business manager, those who count offerings, church secretary, etc. with inquiries regarding compliance with existing written financial policies and procedures; 3) a review of journal entries and authorized check signers for each checking and investment account; and 4) other procedures requested by the committee on finance. The audit shall be performed by an audit committee composed of persons unrelated to persons listed in (2) above or by an independent certified public accountant (CPA), accounting firm or equivalent.”**  
 b. Were there recommendations or exceptions? YES / NO  
 c. If there were recommendations or exceptions, how has the church addressed them? YES / NO

Signed \_\_\_\_\_  
Chairperson

Date \_\_\_\_\_