

CLAIMS AUDIT REPORT
FEBRUARY 2021

Warrant	Date	No. of Claims	Total Amount	Account	Comments
A32	2/3/2021	57	\$ 1,481,215.29	General	Ck 107316 voided in printing (Main Care) Ck 107326, 107327, 107328, 107329 voided in printing (Questar)
A34	2/17/2021	79	\$ 213,978.83	General	Ck 107355 voided in printing (AP Auto Supply) Ck 107376 voided in printing (home Depot) Ck 107386 void/reissue error Ck 1074069 voided in printing (School Systems)
C14	2/9/2021	6	\$ 8,929.51	Café	
C15	2/25/2021	10	\$ 6,388.87	Café	
F13	2/1/2021	5	\$ 22,080.00	Federal	
F14	2/17/2021	3	\$ 41,590.14	Federal	
H5	2/17/2021	2	\$ 67,500.00	Capital	
TA18	2/5/2021	13	\$ 1,280,325.43	Trust & Agency	ACH 583-587
TA19	2/19/2021	17	\$ 1,318,586.12	Trust & Agency	ACH 588-593

Submitted by: *Yannick Phillips*

AVERILL PARK CENTRAL SCHOOL DISTRICT

Checklist for Audit of Claims

Date: March 30, 2021

Warrant Number: 9 warrants

Checks/Transactions 192

I hereby certify that the attached schedule of claims has been audited. All claims have been checked 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: _____
Claims Auditor

Date

Pre-audit: _____
Accounts Payable Clerk

Date

Certified: *Gemma Pulley*
Claims Auditor

3.30.21
Date