



NJPTA Audit Packet ~ 2016-2017 Fiscal Year

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PTA Name: DeIran Middle High PTA Local Unit #: 21033

PTA FINANCIAL REVIEW/AUDIT REPORT

*This Audit report is due by November 15th
It is strongly recommended to complete this report as soon after the end of the fiscal year as possible.*

PTA Name:	DeIran Middle High PTA	Local Unit #:	21033	County:	Burlington
EIN #:	23-7212393	Charities Registration #:	1788700		
PTA President:	Deborah L. Szymanski				
Email Address:	dszymanski1@comcast.net				
PTA President's signature:					
PTA Treasurer:	Mary Christine McBrearty				
Email Address:	mcm150@erizon.net				
PTA Treasurer's signature:					
<i>If previous President and Treasurer are available, they should complete the above information. If not, the current President and Treasurer should complete the above information.</i>					

Audit Instructions:

Treasurer: Fill out page 2 of this audit report completely. Pay close attention to the instructions. In order to complete the audit, please provide the following information to the audit committee:

Previous Audit. Bank Statements, Check Register, Checkbook Stubs, Treasurer's Reports, Budget, Income Vouchers, Check Vouchers



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Delran Middle High PTA 21033
PTA Name: _____ **Local Unit #:** _____

Audit Committee: After the treasurer completes the Audit Report (pg.2) please complete the Audit Checklist (pg. 3). Please remember ~ **audit committee members cannot have been signers on the account(s) during the audit period and the PTA President cannot be a member of the Audit Committee.** Then complete the information below:

Date Audit was performed:		Date:	9/6/17
Date Audit <i>will be</i> presented to Board of Directors:		Date:	9/19/17
Date Audit <i>will be</i> adopted by General Membership:		Date:	10/25/17
* If Audit is completed by an accountant, only the accountant's signature is required. *			
Audit Committee Chairperson:	Carol Prem	Date:	9/6/17
Signature:	<i>Carol Prem</i>		
Audit Committee Member:	Mervyn Mesisca	Date:	9/6/17
Signature:	<i>Mervyn Mesisca</i>		
Audit Committee Member:	Teresa Kurtzer	Date:	9/6/17
Signature:	<i>Teresa Kurtzer</i>		
*Accountant name:		Date:	
Signature:		Date:	

To be completed by the Treasurer **prior** to turning over the books for audit.



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PTA Name: Delran Middle High PTA Local Unit #: 21033

Date of Audit: 9-6-2017		Local Unit #: 21033
Name of PTA: Delran Middle High PTA		County: Burlington
EIN #: 23-7212393		Charities Reg. #: 1788700
PER CHECK REGISTER		
1	Beginning Balance <i>(must match ending balance from previous year's audit)</i>	\$ 31,075.98
2	Total Income/Receipts	\$ 74,598.81
3	Add line 1 and line 2	\$ 105,674.79
4	Total Expenses/Disbursements	\$ 84,628.07
5	Ending Balance <i>(must match check register balance at the end of this fiscal year)</i>	\$ 23,046.72
PER BANK STATEMENTS		
6	Ending balance ~ June-2016 bank statement August 2017	\$ 24,258.72
7	Total Outstanding Deposits (Itemize below. If necessary, use additional sheet)	\$ 0.00
	Check #	Depositor
		Amount:
	Check #	Depositor
		Amount:



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PTA Name: Delran Middle High PTA Local Unit #: 21033

AUDIT COMMITTEE CHECKLIST

Does the PTA have its IRS Employer Identification Number (EIN)?

23 - 7212393 Yes No

Does the PTA have liability and bonding insurance?

Yes No

INCOME

Was all of the income properly allocated and categorized in accordance with the budget?

Yes No

EXPENDITURES

Were all expenditures properly allocated and categorized in accordance with the budget?

Yes No

Is there a proper bill or voucher for each expenditure?

Yes No

Was each expenditure a part of the budget?

Yes No

GOVERNMENT REQUIREMENTS

Did the PTA file either a 990N, 990EZ or 990 with the IRS?

Yes No

Did the PTA file a CRI-200 or CRI-300 Form with the State of New Jersey?

Yes No

Did the PTA file a NJ Annual Report (if incorporated)

Yes No

CHECKS/BANKING

Were all checks properly signed by authorized PTA officers?

Yes No

Are all checks sequentially numbered?

Yes No

**Delran Middle - High PTA
Treasurer's Report
Summary 2016-17**

Month	Deposits	Expenses
September	\$ 2,070.00	\$ 4,410.38
October	\$ 7,177.67	\$ 8,678.29
November	\$ 1,316.53	\$ 350.80
December	\$ 2,006.50	\$ 925.44
January	\$ 865.00	\$ 979.00
February	\$ 1,053.00	\$ 792.53
March	\$ 14,250.00	\$ 7,312.86
April	\$ 2,380.00	\$ 11,993.90
May	\$ 41,350.11	\$ 19,823.57
June	\$ 1,190.00	\$ 14,540.49
July	\$ 390.00	\$ 5,005.81
August	\$ 550.00	\$ 7,815.00
	\$ 74,598.81	\$ 82,628.07
Starting Balance 9-1-16	\$ 31,075.98	
Ending Balance 8-31-17	\$ 23,046.72	

**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE AND ENTERPRISE SERVICES
ANNUAL REPORT CERTIFICATE**

**DELRAN TOWNSHIP PARENT-TEACHER ASSOCIATION
0100126437**

The Division of Revenue and Enterprise Services hereby affirms that the following annual report for DELRAN TOWNSHIP PARENT-TEACHER ASSOCIATION was submitted on 09/03/2017 for the year: 2017

Registered Agent and Office

MARY C MCBREARTY
150 WESTOVER DRIVE
DELRAN, NJ 08075

Main Business Address

905 CHESTER AVENUE
DELRAN, NJ 08075

Principal Business Address

905 CHESTER AVENUE
DELRAN, NJ 08075

Officers and Directors

PRESIDENT
DEBORAH SZYMANSKI
18 PRINCETON DRIVE
DELRAN, NJ 08075

SECRETARY
MAUREEN MESISCA
36 SUBURBAN BOULEVARD
DELRAN, NJ 08075

SECRETARY
LYNN AGUANNO
801 DREXEL AVENUE
DELRAN, NJ 08075

TREASURER
MARY C MCBREARTY
150 WESTOVER DRIVE
DELRAN, NJ 08075

VICE PRESIDENT
DENISE P KLEIN
76 STONEHAM DRIVE
DELRAN, NJ 08075

**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE AND ENTERPRISE SERVICES
ANNUAL REPORT CERTIFICATE**

DELTRAN TOWNSHIP PARENT-TEACHER ASSOCIATION

0100126437



*IN TESTIMONY WHEREOF, I have
hereunto set my hand and affixed
my Official Seal, this
3rd day of September, 2017*

Ford M. Scudder

*Ford M. Scudder
State Treasurer*

Certificate Number : 2285965429

Verify this certificate online at

https://www1.state.nj.us/TYTR_StandingCert/JSP/Verify_Cert.jsp

**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE AND ENTERPRISE SERVICES
LONG FORM STANDING WITH OFFICERS AND DIRECTORS**

**DELRAN TOWNSHIP PARENT-TEACHER ASSOCIATION
0100126437**

I, the Treasurer of the State of New Jersey, do hereby certify that the above-named New Jersey Domestic Non-Profit Corporation was registered by this office on November 19, 1980.

As of the date of this certificate, said business continues as an active business in good standing in the State of New Jersey, and its Annual Reports are current.

I further certify that the registered agent and office are:

*MARY C MCBREARTY
150 WESTOVER DRIVE
DELRAN, NJ 08075*

I further certify that as of the date of this certificate, the following were listed as officers/directors of this business on the last Annual Report filed in this office on September 03, 2017.

<i>PRESIDENT</i>	<i>DEBORAH SZYMANSKI 18 PRINCETON DRIVE DELRAN, NJ 08075</i>
<i>SECRETARY</i>	<i>MAUREEN MESISCA 36 SUBURBAN BOULEVARD DELRAN, NJ 08075</i>
<i>SECRETARY</i>	<i>LYNN AGUANNO 801 DREXEL AVENUE DELRAN, NJ 08075</i>
<i>TREASURER</i>	<i>MARY C MCBREARTY 150 WESTOVER DRIVE DELRAN, NJ 08075</i>

**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF REVENUE AND ENTERPRISE SERVICES
LONG FORM STANDING WITH OFFICERS AND DIRECTORS**

**DELTRAN TOWNSHIP PARENT-TEACHER ASSOCIATION
0100126437**

VICE PRESIDENT

*DENISE P KLEIN
76 STONEHAM DRIVE
DELTRAN, NJ 08075*



*IN TESTIMONY WHEREOF, I have
hereunto set my hand and affixed
my Official Seal at Trenton, this
3rd day of September, 2017*

Ford M. Scudder

*Ford M. Scudder
State Treasurer*

Certificate Number : 2285965559

Verify this certificate online at

https://www1.state.nj.us/TYTR_StandingCert/JSP/Verify_Cert.jsp