

**(Due March 31, 2024)**

*(File copies with the recording secretary, pastor, district superintendent, and chairperson of committee on finance.)*

**THE UNITED METHODIST CHURCH**

**COMMITTEE ON FINANCE and CHARGE CONFERENCE**

## Report of the Annual Audit

The Committee on Finance is required to make provision for an annual audit of the records of all the financial officers (including the financial secretary or church business manager and treasurers of the church and all its organizations) and shall report to the Charge Conference. Guidelines for handling local church funds can be found in the "Local Church Financial Records Handbook" and in "Guidelines for Your Congregation: FINANCE." They also may be found online at [umc.org/en/content/book-of-discipline-2584-committee-on-finance](http://umc.org/en/content/book-of-discipline-2584-committee-on-finance).

\_\_\_\_\_ Church South Carolina Conference

\_\_\_\_\_ Charge \_\_\_\_\_ District

For the year 2023

**I. RECEIPTS, DISBURSEMENTS, and BALANCES (Round to the nearest dollar; do not show cents)**

LOCAL CHURCH FUNDS (Use those applicable to your church)	(a) Balance at Beginning of Period	(b) Cash Received and Recorded	*(c) Total Disburse- ments (-)	*(d) Transfers + (-)	(e) Balance End of Period
General Fund / Operations					
Benevolence Fund					
Building or Improvement Fund					
Board of Trustees' Fund					
United Methodist Youth Ministries					
United Methodist Men					
Church School					
Memorial Fund					
Cemetery Fund					
Local Church Foundation					
Other Organizations or Funds:					
Name:					
Name:					
Name:					
Name:					
Name:					
Name:					
Name:					
<b>Total amount of cash in ALL treasuries of the church</b>				0	

\*Note: Column (c) must be entered as a negative number. Example: -50.  
Column (d) may be entered as either a positive or negative number.

**(over)**

# REPORT OF THE ANNUAL AUDIT (continued)

## II. RECOMMENDATIONS:

III. The Auditor [ ] Auditing Committee [ ] (check one box) has examined the accounts listed on the front side, reviewed procedures of counting and accounting under the current *Book of Discipline*, has reconciled receipts and disbursements with bank deposits and bank balances, and has found the balances displayed to be correct, procedures proper, and records properly kept, except as noted below:

\_\_\_\_\_  
Pastor (signifies by signature that audit has been done)

\_\_\_\_\_  
Date

### Auditing Committee (signatures):

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_