

**CERTIFICATION OF AUDIT OF
FINANCIAL RECORDS OF CONGREGATION**

Congregation _____ Conference _____

Address _____

Pastor _____ For year ending _____ 2021 _____

Audit performed by _____
(Names of persons or accounting firm)

CHECK APPROPRIATE ITEMS IN SECTION I, II, AND III BELOW

I. Audit includes records of:

- ☐ Congregational treasurer
- ☐ Church School
(if separate from congregational treasury)
- ☐ Parochial School
- ☐ Building Fund Treasurer (if separate)
- ☐ Financial secretary
- ☐ WELCA
- ☐ Youth Groups
- ☐ Men's Organization
- ☐ Other: _____

II. Funds audited include:

- ☐ Current or general ☐ Petty Cash
- ☐ Building or capital
- ☐ Memorial
- ☐ Special
- ☐ Other: _____

III. Verification was made of:

- ☐ Regular checking account(s)
- ☐ Savings account(s)
- ☐ Investments (stocks, bonds, certificates of deposit, mortgages, etc.)

CERTIFICATION

We hereby certify to the synod and the Evangelical Lutheran Church in America that the financial records of the Congregation and related organizations have been audited as indicated above. Funds of the following organizations were not included in the audit: _____.

Signed: _____ Title: _____

Signed: _____ Title: _____

Dated: _____

Certificate is to be signed by any two of the following: Pastor (or Vacancy Pastor), lay president, vice president, chair of finance committee. The certificate should be filed with the treasurer of Synod on or before May 15, 2022. Do not send the certificate to the ELCA treasurer.

CONGREGATIONAL FINANCE INFORMATION

List all Church Officers and Employees

President _____
Vice-President _____
Secretary _____
Treasurer _____
Financial Secretary _____
Sunday School Superintendent _____
Sunday School Treasurer _____
Custodian _____
Other _____

Pastor _____
Asst. Pastor _____
Church Secretary _____
Organist _____
Choir Director _____

IV. Detail of funds handled in congregation during 2021

RECEIPTS

Church General Fund \$ _____
Benevolent Fund. \$ _____
Building Fund. \$ _____
Endowment Fund. \$ _____
Memorial Fund. \$ _____
Youth (Sunday School). \$ _____
WELCA \$ _____
Men's Group. \$ _____
Other. \$ _____

EXPENSES

Salaries. \$ _____
Repairs. \$ _____
Commitment. \$ _____
Administration \$ _____
Program. \$ _____
Parsonage. \$ _____
WELCA. \$ _____
Men's Group. \$ _____
Youth Group. \$ _____
Other. \$ _____

In place of completing the above funds section, a copy of the audited report for the year may be attached.

This is to certify that the above questionnaire was completed by the undersigned and was reviewed with any attached papers by the officers of the congregation signing the certificate on the reverse side of this paper.

Signed: _____
(Title)

Attest: Pastor or Assistant _____

Date: _____ 20 _____