



FINANCIAL REVIEW FOR CHAPTERS WITH A NET WORTH BELOW \$200,000

NOTE: This form is to be completed by Chapters whose net worth is less than \$200,000. If your Chapter's net worth is \$200,000 or more, do not use this form - you will be required to engage an independent accounting firm to conduct an audit, per SOP 3.11.C

In accordance with SOP 3.0 and the C.O.P.S. Confidentiality & Financial Ethics Agreement, each eligible Chapter will have a properly constituted Financial Review Committee. The period subject to the Annual Audit Review is the fiscal year beginning April 1 and ending March 31. The Financial Review must be completed and reported/submitted to the Chapter Board and to the National C.O.P.S. Office no later than July 30. The Financial Review Committee **shall not be voting members** of the Chapter Board.

FOR THE
FISCAL YEAR OF:

CHAPTER OF CONCERNS OF POLICE SURVIVORS FOR

Financial Review Committee Members

- | | |
|---------------------------|--------------------------|
| 1. Name | Relationship to C.O.P.S. |
| 2. Name | Relationship to C.O.P.S. |
| 3. Name
(not required) | Relationship to C.O.P.S. |

Did the committee complete a random review of accounts payable records, invoices and receipts?

Yes No

Did the committee complete a random review of vendor invoices?

Yes No

Did each member complete a random review of Bank Statements?

Yes No

Did the committee complete a random review of cash receipts, checks received and deposits?

Yes No

Did the committee complete a random review of Treasurer's monthly/quarterly reports?

Yes No

Did the committee complete a random review of meeting minutes to verify expenses had prior votes of approval by the Board?

Yes

No

Upon completion of the Financial Review, a written letter documenting the committee's findings and recommendations must be prepared and signed by the Financial Review Committee members. Please use the space provided.

Signer #1 _____
Print Name Signature

Signer #2 _____
Print Name Signature

Signer #3 _____
(not required) Print Name Signature