

**Worksheet for Audit Year 20\_\_**  
**For internal purposes only**  
**Submission to the Diocese of New Jersey not required**

\_\_\_\_\_  
*Name of Church*  
 December 31, 20\_\_

**Cash Receipts Test**  
 (Suggest 10% of deposits during the year)

Amount	Date Prepared	Date in Bank	Account Distribution (names/account numbers of income accounts)								
Per deposit slip	Per deposit slip	Per statement	*	*	*	*	*	*	*	*	OK
<i>Ex:</i> 100.00	2/27/XX	3/1/XX				\$45		\$55		X	

\* – operating pledge, opg. Plate, restricted memorial, restricted discretionary fund, restricted capital fund, etc.  
**NOTE: A significant time lag between date prepared and date in bank should be investigated.**