Episcopal Diocese of East Carolina 2024 Audit Criteria Request Form

This is an electronically fillable form. Click on the gray boxes to enter your information then tab to move to the next box. The completed form can be saved and emailed to lsmith@diocese-easicarolina.org or mailed to the address on the following page. It may also be printed and filled in by hand.

Name	e of Parish:	
Addre	ess:	City, State, Zip
Audit	t Year: This form is	due by February 28, 2024.
Type 2021	of Audit this parish submitted for the last 2 fis 2022:	scal years:
	□ In-House Audit	Date of Last Audit Submitted:
	□ Audit by Diocesan Contract Auditor	Date of last Certified Audit:
	□ Certified Public Accountant Audit	
	□ No Audit was submitted	
$ \square \ No$	there any findings or deficiencies filed with the Yes s, attach statement of how the deficiencies have	
☐ W Name	Parishes with operating revenue less than \$25 Te submitted our audit last year and are requesting and qualifications of your auditors on the follows submitted our audit last year and are requesting	owing page)
	e did not submit our audit last year and are reque	
	1	0,001-\$999,999 Diocesan Contact Auditor Each Year
	Te used a Diocesan Contract Auditor last year or for 2023.	and we are requesting a Diocesan Contract
AUDI	Parishes with operating revenue over \$1,00 TOR ON YEARS 1-4 CPA AUDIT EVERY 5 DE PROTOCOL IF CPA NOT OBTAINABLE	YEARS. EXECUTIVE COUNCIL WOULD
	submitted a copy of an audit by an Independent e requesting a Diocesan Contract Auditor for 20	•
□ We	will have an Independent Certified Audit for 20	023

Episcopal Diocese of East Carolina

2024 Audit Request Form

If you are requesting an In-House Audit, list below the names and qualifications of proposed In-House Audit Committee Members (minimum of 3 committee members)

Audit Committee members should be independent of the decision making and financial record keeping functions of the congregation (No current vestry members, treasurers, or priests). The members of the committee should include at least one financial expert.

Name	Qualifications	1
Form Completed by	Title	
Date	Contact Phone	

Email completed form to: lsmith@diocese-eastcarolina.org or mail to:

Diocese of East Carolina Finance Department PO Box 1336 Kinston, NC 28503