



## School District Treasurer's Bond Treasurer's Profile

### 1) TREASURER INFORMATION

Name:

School District:

Township(s)

Number of years as treasurer:

College Attended

Degree Received/Year:

CPA                      Cert. Chief School Business Official

Other positions currently held at district:

Any Criminal Record?      Yes              No

If yes, please explain:

Have you ever filed for bankruptcy?      Yes              No

### 2) INTERNAL CONTROLS

Are bank accounts reconciled by someone not authorized to deposit or withdraw from the accounts?      Yes              No

If No, please explain

Is counter signature of checks required?      Yes              No

If not, please provide explanation of check signing procedures:

Are accounts reconciled at least bi-monthly?      Yes              No

Date of last audit:                                      Was audit free of any criticisms?      Yes              No

### 3) LOSS HISTORY

Have there been any employee dishonesty losses in the past 5 years?      Yes              No

If Yes, please explain:

### 4) DISTRICT CONTROL

Has the district preformed a background check on the treasurer?      Yes              No      If Yes, on what date:

Has the district preformed a credit check on the treasurer?      Yes              No      If Yes, on what date:

---

Treasurer's signature:

Date: