

MEMORANDUM FOR 78 FSS/ FSR

ATTN: Private Organization Monitor

FROM: _____

SUBJECT: Treasurer Acceptance Statement

I, _____, have accepted the position of treasurer for the
_____ effective _____. I have reviewed the
books from last year's treasurer and the are in **Excellent** condition. The amount of
money in the account at the time of acceptance is \$_____.

(Signature of Incoming Treasurer)

(Signature of Outgoing Treasurer)

NOTE: The Treasurer's acceptance statement is required **EACH** time your organization changes treasurers, no matter how frequent.