

**FORMS REQUIRED BY THE GENERAL ACCOUNTING OFFICE**

<u>FORM</u>		<u>DUE DATE</u>
	<b>Main Checklist</b>	
Form 60	General Survey and Checklist	July 15
	<b>Cash and Equivalent</b>	
Form 3	Cash Accounts Other than Revolving Funds	July 22
Form 3A	For each account listed on Form 3	July 22
Form 4	Cash Equivalent Not Held by State Treasurer	July 22
Form 4A	For each one listed on Form 4	July 22
Form 5	Investments Not held by State Treasurer	July 22
Form 5A	For each one listed on Form 5	July 22
	<b>Inventory</b>	
Form 26	Inventory Summary	July 22
	<b>Fixed Assets</b>	
Form 44	Fixed Assets Checklist	August 19
Form 46	Fixed Assets Summary	August 19
Form 48	Fixed Assets Accumulated Depreciation Form	August 19
Form 49	Fixed Asset Additions Reconciliation	August 19
Form 50	Gains and Losses on Dispositions of Fixed Assets	August 19
	<b>Compensated Absences</b>	
Form 30-1	Compensated Absences Summary Form	August 26
	<b>Miscellaneous Revenues</b> <i>(Receivable or Deferred Revenue)</i>	
Form 6	Misc. Revenues Summary Form – All Funds	August 26
	<b>Loan/Note Receivable</b>	
Form 19	Loan/Note Receivable	August 26
Form 21	Refunds Receivable and Related Accounts Summary	August 26
	<b>Grants</b>	
Form 15	Federal Financial Assistance Checklist	August 26
	Federal Financial Assistance Reconciliation	August 26
Form 18	Federal Assistance - Other	August 26
	<b>Related Party</b>	
Form 51	Related Party Form	August 26
	<b>Pollution Remediation Obligations</b>	
Form 52	Pollution Remediation Obligations Form	August 26