

Financial Audit Checklist Form

Company Name: _____

Audit Date: _____

Auditor: _____

Financial Records:

- Review bank statements for discrepancies
- Verify financial statements (balance sheet, income statement)
- Ensure correct depreciation methods are applied
- Check accounts receivable for overdue amounts
- Validate expenses against receipts
- Review payroll records for accuracy
- Verify tax payments are up to date
- Check for compliance with financial regulations

Comments:

Approval by Auditor: _____

Date of Completion: _____