CLEAR FORM

DEPARTMENT OF HEALTH AND MENTAL HYGIENE
LOCAL HEALTH DEPARTMENTS
YEAR-END CLOSING CERTIFICATION

FOR THE FISCAL YEAR ENDING JUNE 30, 20____

1. All budgetary accounts receivable and accrued revenue transactions have been recorded in accordance with the DHMH policy on accounts receivable and accrued revenues.
2. All accounts receivable and accrued revenue transactions not recorded in accordance with the DHMH policy on accounts receivable and accrued revenues have been identified for GAAP reporting purposes.
3. All budgetary accounts payable, accrued expenditure and encumbrance transactions have been recorded in accordance with the DHMH policy on accounts payable, accrued expenditures and encumbrances
4. All accounts payable, accrued expenditure and encumbrance transactions not recorded in accordance with the DHMH policy on accounts payable, accrued expenditures and encumbrances have been identified for GAAP reporting purposes.
5. Unused award balances remaining at the end of the fiscal year are available to be reverted.
6. The information requested and supplied for conversion of State records from a statutory to a GAAP basis is complete and accurate.

_____	_____	_____
Date	Signature, Chief Financial Officer	Telephone #

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Local Health Department