



In the name of Allah, the Most Gracious, the Most Merciful

মুসলিম উম্মাহ অফ নর্থ আমেরিকা (মুনা)  
Muslim Ummah of North America (MUNA)

Sub-Chapter Financial Audit Report Form

Sub-chapter: ..... Chapter: ..... Zone: .....

Period Audited: ..... Names of the auditors: ..... Date of the Report: .....

**For audit of a sub-chapter:**

1. Does the sub-chapter maintains financial report in prescribed format published in the MUNA Website?  
Yes  No

2. Does the sub-chapter has monthly contribution record for all manpower for 12 months of the year?  
Yes  No

3. Number of total senior members: ....., how many of them paid monthly contribution for 12 months in the year 2022? .....

4. Number of total members: ....., How many of them paid monthly contribution for 12 months in the year 2022? .....

5. Number of total associate members: ..... How many of them paid monthly contribution for 12 months in the year 2022? .....

6. Number of total supporters: .... Does the sub-chapter has a list of supporters? Yes  No .

How many supporters pay monthly donations? ...How many supporters pays donation occasionally? .....

7. Is the sub-chapter financial report reviewed and discussed regularly in the monthly associate member meeting? Yes  No

8. Does the sub-chapter remit all the collections to the chapter by the end of month? Yes  No .

9. How much was the closing balance in the report as of the date of the audit?..... How much was cash in hand on the same day?.....

10. Is there any effort to increase monthly contribution and special collection on the occasion of organizational fortnight? Yes  No

11. How much MB has increased on the occasion of organizational fortnight?.....