

## Unaudited Actuals Submission Checklist

District Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Board Meeting Date: \_\_\_\_\_ SACS File promoted to BAS: \_\_\_\_\_

Forms	Description	✓ Submitted
CA	Board Certification and Data Summary	<input type="checkbox"/>
	Date Signed Cert will be sent: _____ Date _____	
TC	Table of Contents	<input type="checkbox"/>

### Fund Forms (Print Fund 01 Portrait Only)

Fund 01 <input type="checkbox"/>	Fund 08 <input type="checkbox"/>	Fund 09 <input type="checkbox"/>	Fund 10 <input type="checkbox"/>	Fund 11 <input type="checkbox"/>	Fund 12 <input type="checkbox"/>	Fund 13 <input type="checkbox"/>
Fund 14 <input type="checkbox"/>	Fund 15 <input type="checkbox"/>	Fund 17 <input type="checkbox"/>	Fund 19 <input type="checkbox"/>	Fund 20 <input type="checkbox"/>	Fund 21 <input type="checkbox"/>	Fund 25 <input type="checkbox"/>
Fund 30 <input type="checkbox"/>	Fund 35 <input type="checkbox"/>	Fund 40 <input type="checkbox"/>	Fund 49 <input type="checkbox"/>	Fund 51 <input type="checkbox"/>	Fund 52 <input type="checkbox"/>	Fund 53 <input type="checkbox"/>
Fund 56 <input type="checkbox"/>	Fund 61 <input type="checkbox"/>	Fund 67 <input type="checkbox"/>	Fund 71 <input type="checkbox"/>	Fund 73 <input type="checkbox"/>		

### Supplemental Forms

A <input type="checkbox"/>	ASSET <input type="checkbox"/>	CAT <input type="checkbox"/>	CEA <input type="checkbox"/>	DEBT <input type="checkbox"/>	GANN <input type="checkbox"/>
ICR <input type="checkbox"/>	L <input type="checkbox"/>	*ESMOE <input type="checkbox"/>	PCRAF <input type="checkbox"/>	PCR <input type="checkbox"/>	**SEA <input type="checkbox"/>
SEAS <input type="checkbox"/>	SIAA <input type="checkbox"/>	***TRC <input type="checkbox"/>	SEMA <input type="checkbox"/>	SEMB <input type="checkbox"/>	

\*Check ESMOE for compliance

\*\*Form SEA is for Fontana, Morongo, Ontario-Montclair, and San Bernardino City only

\*\*\*Run TRC "Exceptions Only" for UA with exceptions explained and no Fatal errors

### Other Reports/Documentation

Reports	Description	
CNVRT	GASB34 Government-wide Conversion Worksheet	<input type="checkbox"/> Optional
GSA	GASB34 Government-wide Statement of Activities & Recon	<input type="checkbox"/> Optional
<b>Date sent</b>	<b>Additional Documentation</b>	
_____	U/A SACS Forms, PDF format e-mail to <a href="mailto:BAS@sbcss.net">BAS@sbcss.net</a>	<input type="checkbox"/>
_____	Asset/Liability Report "Roll to Fiscal Year" 2025, Error-Free First Page	<input type="checkbox"/>
_____	Closing Entries Report and Update, "Closing Fiscal Year" 2024, Full Report with Error-Free First Page and Journal Entries	<input type="checkbox"/>

**Please send all applicable items to Raedaun Villarreal, BAS, no later than Monday, September 16, 2024**