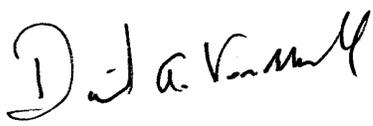


COMMONWEALTH OF VIRGINIA  
Department of Accounts  
General Accounting  
**Confirmation of Agency Reconciliation to DOA Reports**

To Agency Heads and Fiscal Officers:

CARS transactions/balances for the year ended June 30, 2005, must be reconciled to your internal records and all necessary corrections must be prepared and submitted on an ATV or on the reverse of this form. Any corrections that can be made on an ATV should not be included on the reverse of this form; however, all other errors and/or questions must be on the reverse of this form. This form must be signed by the Agency Head and the Fiscal Officer and returned to the Department of Accounts no later than 5:00 p.m. on July 15, 2005, even if no corrections are necessary.



David A. Von Moll  
Comptroller

\*\*\*\*\*  
\*

Agency Name: \_\_\_\_\_ Agency No. \_\_\_\_\_

To the Comptroller:

Our Agency's management accepts responsibility for the integrity and objectivity of the financial transactions provided to the State Comptroller. We believe the data provided is accurate in all material respects. The basis for these conclusions relates to our assessment of the internal controls operating within the Agency. The establishment of such internal controls requires estimates and judgements from management so that, in attaining reasonable assurance as to the adequacy of such controls, the cost of controls should not exceed the benefits obtained. I believe the Agency's internal controls adequately safeguard its assets and provide reasonable assurance as to the proper recording of financial transactions.

Additionally, I certify that, for the agency listed above, the accounting records represented in CARS, the official record of the Commonwealth, are accurate in all material respects.

Our agency accounting records for the year ended June 30, 2005, have been verified and reconciled to CARS, and, when any submitted ATV's have posted to CARS, and/or items shown on the reverse of this form (if any) are processed, our internal records will be in agreement with those reported in CARS for each of the following:

- ( ) All cash balances (by fund/fund detail)
- ( ) All appropriations (by fund/fund detail, program)
- ( ) All allotments (by fund/fund detail, program)
- ( ) Total expenditures (by fund/fund detail, program, object)
- ( ) Net revenues (by fund/fund detail, revenue source)
- ( ) Fixed assets (by fund/fund detail)

**PLEASE INDICATE IF THERE ARE ITEMS NOTED ON THE REVERSE OF THIS FORM.**

YES                       NO

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Typed Name: \_\_\_\_\_

Typed Name: \_\_\_\_\_

Title: \_\_\_\_\_  
Agency Head

Title: \_\_\_\_\_  
Fiscal Officer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Fiscal Officer's  
Telephone No: \_\_\_\_\_