CERTIFICATE OF FUND TRANSFER

For use of this form, see USMEPCOM Reg 215-1

1. To:	2. From:

3. I certify, to the best of my knowledge and belief for the period ending _____ the following are true and correct:

a. MS Money Transaction Record is in balance, up to date and reflects a balance of _____.

b. A review of transactions from _____ through _____ reveals the following discrepancies:

_____

c. Check numbers have been inventoried and are transferred. _____

d. Stamps have been inventoried, matched with the log, and _____ are transferred.

e. A Joint Transfer Inventory has been conducted for all property. Explain discrepancies.

_____

f. Cash funds for reimbursement and change have been audited and _____ transferred.

4. Retiring AVMF Manager's name and signature:	5. *Date:

6. I accept responsibility for the cash and assets shown in the fund and property balances as indicated on the financial statement referred to the above, beginning _____ .

7. Name and signature of AVMF Manager:	8. **Date:

9. The acceptance may be conditional, upon audit verification, if the succeeding AVMF manager is not satisfied that the fund and property balance are accurate.

10. Remarks:

NOTES:

* The date will be the last day of the retiring AVMF manager's tenure.

** The date will be the first day of the succeeding AVMF manager's tenure.