ERRORS AND DISCREPANCIES:

The following Errors and Discrepancies, in addition to those already mentioned, were found during period of this audit:

Cash Book:

Deposit of September 3rd, 1936, $57.44, made in the First National Bank, East Chicago, Indiana, was entered to the Dime Savings Bank, Akron, Ohio. This was offset by contra error in footings of accounts.

Akron Voucher C hecks:

The original amounts of Check No. 9101, November 27th 1936, $19.59, and Check No. 9243, January 25th, 1937, $39.59 were found to be scratched out and new amounts typed in.

It was also noted that several dates had been altered. Instructions were issued that erasing or alterations would not be tolerated on checks.

Prepaid Insurance - Akron, Plant:

The Insurance Record showed a Blanket coverage of $364,000.00 whereas a reduction to $360,000.00 was made in June, 1936. This discrepancy was Corrected.

Credit Memorandums:

The following Credit Memorandums were put through without proper approvals:

Issued To:	Date	Number	Amount
National Tile Co.	8/12/36	134	2.10
International Smelting & Refining Co. Zinc Oxide Dept., Akron	8/17/36	138	103.01
Norwich Pharmacal Co.	8/21/36	140	15.75
Imperial Glass C orporation	8/31/36	147	52.50
Western Paint & Varnish Co.	9/29/36	160	17.00
Inland White Lead Co.	9/30/36	162	512.50
Firestone Tire and Rubber Co.	10/15/36	171	1700.00
Firestone Tire and Rubber Co.	10/19/36	173	215.78
Jeanette Glass Co.	10/20/36	175	30.00
American Terra Cotta Corporation	10/26/36	177	2.63
American Terra Cotta Corporation	10/26/36	178	10.50
Firestone Tire and Rubber Co.	10/31/36	184	227.44
Philipp Brothers, Inc.	11/30/36	207	1503.13
Otto F. Wisher Co., Inc.	12/31/36	220	11.56

Approvals were secured covering the above credit memorandums

Akron Payrolls:

There were found to be a number of Time Clock Cards which had not been properly stamped, either the "In" or "Out" time being left completely off card.

Books and Records Checked:

The books and records of the department were found to be in good order.

GENERAL REMARKS:

Cash Book:

It has been the practice to make separate postings to the General Ledger of all Payroll

(Continued)