

# Audit Packet



We've taken the guesswork out of audits.

## How it Works














We've consulted with Ohio state auditors to determine what information is viewed during audits. From this information, we created a packet download for you to give to state or independent auditors to make the process easier. This capability is included with a VIP purchase. Just:

1. Select the year and VIP module
2. Set the parameters of the file download
3. Export the files to a specific location
4. Send to the auditor

## Available with these modules

- VIP Accounting
- VIP Utility Billing
- VIP Payroll

### Utility Billing Files

-  BillAdjustments.csv
-  BillTransfers.csv
-  CreditMemos.xlsx
-  Deposits.xlsx
-  ElectricRateAuditTrail.xlsx
-  ElectricRateStructure.xlsx
-  FlatRateAuditTrail.xlsx
-  FlatRateStructure.xlsx
-  MeteredRateAuditTrail.xlsx
-  MeteredRateStructure.xlsx
-  SecurityByRole.xlsx
-  ServiceCategories.xlsx
-  VIPUsers.csv

## Password protection

For the Payroll module, protect your audit files with an optional password that you can give directly to the auditor.

