



2010 ACH Audit Workbook/CD

Order your 2010 Audit Guide Today!

Several New Audit Requirements for 2010

Orders placed prior to February 1, 2010 will receive a preprint discount.

Orders will be shipped in February 2010

Every financial institution and third party service provider in the ACH Network is required to conduct an annual ACH audit. According to the ACH rules the audit shall be completed no later than December 1. The audit shall be performed either by internal staff or auditors, or an external examiner or auditor. A copy of the audit must be retained for a period of six years from the date of the audit and provided to NACHA or TACHA upon request. Third party service providers should provide participating DFI's a statement indicating that they have completed the audit in a timely manner.

The requirements for the audit are contained in Appendix 8 of the ACH Rule Book. A complete audit will help provide financial institutions with indications of potential losses and issues with current procedures.

TACHA is pleased to announce that we will again offer the ACH Audit Workbook/CD. The ACH Audit Workbook will be available in binder form and a CD will be included with each binder and will be available to ship in late February 2010. The CD has been revised and will be in a more user friendly format than in previous years. If you choose to perform your own audit, we encourage you to purchase and use this guide to complete your mandatory annual audit. If you do not have the time to complete your audit, who better to conduct your annual ACH Audit than your resource for training and answers to ACH processing questions? An Accredited ACH Professional from TACHA can conduct your annual ACH audit.

ACH Audit Workbook/CD — (each workbook will contain the audit worksheets on CD)

The revised ACH Audit Workbook is designed to assist financial institutions and Third-Party Service Providers in the completion of the required annual audit. Included in this complete step-by-step audit resource is the audit criteria for all participants, worksheets for each criteria, and a form that can be used as an Executive Summary of your audit. The worksheets, audit requirements, Executive Summary and compliance checklist are made available on a CD in Word format. This loose-leaf binder allows for easy retention of audit documentation. This workbook contains the updated rules and regulations for 2010 and instructions on how to complete the workbook. The *ACH Audit Workbook/CD* is available at a discounted rate for orders placed prior to February 1.



Tennessee Automated Clearing House Association

ORDER FORM

Order Your 2010 ACH Audit Workbook WORKBOOKS WILL BE AVAILABLE AFTER FEBRUARY 29

TO ORDER AN AUDIT GUIDE (binder with CD version)

Complete this Order Form and mail or fax with payment or payment information to: TACHA, 1000 NorthChase Dr. Ste 201, Goodlettsville, TN 37072

Payment Information
Order must be paid in full or ACH Debit information must be listed below.

Phone: 615-859-4188
Fax: 615-859-3719
Email: connie@tacha.org
Internet: www.tacha.org

WORKBOOKS WILL BE AVAILABLE AFTER FEBRUARY 29

SHIP TO:

Name: _____

Institution/Company: _____

Address: _____

City/State/Zip: _____

Telephone/Fax: _____

Email Address: _____

Items Ordered:

2010 Audit Workbook <i>Binder with CD Version</i>	Quantity	Unit Price Prior to Feb 1	Unit Price After February 1	\$ Amount
<i>Members</i>		\$65.00	\$70.00	
<i>Nonmembers</i>		\$100.00	\$100.00	

Payment—PRINT LEGIBLY

By Check (enclosed Total)

By ACH Debit

Transit/Routing Number

Account Number

Type of Account (DDA/GL/Savings)

Authorized Signature

ACH DEBITS WILL BE PROCESSED AFTER BOOKS HAVE BEEN SHIPPED.

Subtotal	
Shipping & Handling	\$5.30
Sales Tax 9.25%	
Total	

Please note that sales tax is paid on shipping and handling charges.