

TREASURER

## LEBANON COUNTY

EXAMINATION REPORT OF LICENSE SALES
HUNTING
JULY 1, 2007 TO JUNE 30, 2011
FISHING AND DOG
JANUARY 1, 2007 TO DECEMBER 31, 2011

## COMMONWEALTH OF PENNSYLVANIA

EUGENE A. DEPASQUALE - AUDITOR GENERAL
Department of the Auditor General

# Commonwealth of Pennsylvania Department of the Auditor General Harrisburg, PA 17120-0018 Facebook: Pennsylvania Auditor General Twitter: @PAAuditorGen 

EUGENE A. DEPASQUALE
AUDITOR GENERAL.

Independent Auditor's Report

The Honorable Sallie A. Neuin

Treasurer
Lebanon County
Lebanon, PA 17042
We have examined the accompanying statements of receipts and disbursements (Statements) of the Treasurer, Lebanon County, Pennsylvania (County Officer), for the license period identified on the contents page, pursuant to the requirements of Section 401(d) of The Fiscal Code, 72 P.S § 401(d). These Statements are the responsibility of the county office's management. Our responsibility is to express an opinion on these Statements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in Government Auditing Standards issued by the Comptroller General of the United States. An examination includes examining, on a test basis, evidence supporting the Statements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

We are mandated by Section 401(d) of The Fiscal Code to audit the accounts of each county officer to determine whether all moneys collected on behalf of the Commonwealth have been correctly assessed, reported and promptly remitted. Government Auditing Standards issued by the Comptroller General of the United States include attestation engagements as a separate type of audit. An attestation engagement performed pursuant to Government Auditing Standards involves additional standards that exceed the standards provided by the American Institute of Certified Public Accountants. Accordingly, this attestation engagement complies with both Government Auditing Standards and Section 401(d) of The Fiscal Code.

## Independent Auditor's Report (Continued)

In our opinion, the Statements referred to above present, in all material respects, the operations of the County Officer as it pertains to receipts made on behalf of the of the licensing agencies, for the license period identified on the contents page, in conformity with the criteria set forth in Note 1.

In accordance with Government Auditing Standards, we are required to report findings of significant deficiencies in internal control, violations of provisions of contracts or grant agreements, and abuse that are material to the Statements and any fraud and illegal acts that are more than inconsequential that come to our attention during our examination. We are also required to obtain the views of management on those matters. We performed our examination to express an opinion on whether the Statements are presented in accordance with the criteria described above and not for the purpose of expressing an opinion on the internal control over reporting on the Statements or on compliance and other matters; accordingly, we express no such opinions.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the County Officer's ability to initiate, authorize, record, process, or report data reliably in accordance with the applicable criteria such that there is more than a remote likelihood that a misstatement of the County Officer's Statements that is more than inconsequential will not be prevented or detected by the County Officer's internal control.

A material weakness is a significant deficiency or combination of significant deficiencies that results in more than a remote likelihood that a material misstatement of the Statements will not be prevented or detected by the County Officer's internal control.

Our consideration of internal control over reporting on the Statements was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any significant deficiencies or material weaknesses, as defined above, in internal control over reporting on the Statements.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

This report is intended solely for the information and use of the Pennsylvania Game Commission, Pennsylvania Fish and Boat Commission, Pennsylvania Department of Agriculture, and the County Officer and is not intended to be and should not be used by anyone other than these specified parties.


January 18, 2013
EUGENE A. DEPASQUALE
Auditor General

## CONTENTS

Page
Financial Section:
Statements Of Receipts And Disbursements:
Hunting License Sales:
For The License Period July 1, 2007 To June 30, 2008 .....  1
For The License Period July 1, 2008 To June 30, 2009 .....  2
For The License Period July 1, 2009 To June 30, 2010 ..... 3
For The License Period July 1, 2010 To June 30, 2011 ..... 4
Fishing License Sales:
For The License Period January 1, 2007 To December 31, 2007 ..... 5
For The License Period January 1, 2008 To December 31, 2008 ..... 6
For The License Period January 1, 2009 To December 31, 2009 ..... 7
For The License Period January 1, 2010 To December 31, 2010 ..... 8
For The License Period January 1, 2011 To December 31, 2011 ..... 9
Dog License Sales:
For The License Period January 1, 2007 To December 31, 2007 ..... 10
For The License Period January 1, 2008 To December 31, 2008 ..... 11
For The License Period January 1, 2009 To December 31, 2009 ..... 12
For The License Period January 1, 2010 To December 31, 2010 ..... 13
For The License Period January 1, 2011 To December 31, 2011 ..... 14
Notes To The Statements Of Receipts And Disbursements ..... 15
Report Distribution ..... 17

# TREASURER <br> LEBANON COUNTY <br> HUNTING LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS FOR THE LICENSE PERIOD JULY 1, 2007 TO JUNE 30, 2008 

| License Type | $\begin{gathered} \text { Licenses } \\ \text { Sold } \end{gathered}$ | Amount Due Game Commission |  |
| :---: | :---: | :---: | :---: |
| Resident |  |  |  |
| Adult | 124 | \$ | 2,356.00 |
| Junior | 8 |  | 40.00 |
| Junior combination | 3 |  | 24.00 |
| Senior | 20 |  | 240.00 |
| Military | 35 |  | 35.00 |
| Non-resident |  |  |  |
| Adult | 4 |  | 400.00 |
| Junior | 1 |  | 40.00 |
| Archery - Resident and Non-resident | 83 |  | 1,245.00 |
| Muzzleloaders - Resident and Non-resident | 64 |  | 640.00 |
| Antlerless deer |  |  |  |
| Resident | 6,947 |  | 34,735.00 |
| Non-resident | 92 |  | 2,300.00 |
| Armed forces | 76 |  | 380.00 |
| Disabled veterans | 13 |  | 65.00 |
| Furtaker |  |  |  |
| Adult resident | 10 |  | 190.00 |
| Migratory - Resident and Non-resident | 67 |  | 134.00 |
| Bear - Resident and Non-resident | 67 |  | 1,025.00 |
| Replacements | 17 |  | 85.00 |
| Totals (Note 2) | 7,631 |  | 43,934.00 |
| Disbursements to Game Commission (Note 3) |  |  | (43,759.00) |
| Credits taken for licenses issued for Disabled Veterans and Senior Lifetime Hunt renewals |  |  | (180.00) |
| Balance due Game Commission (County) per settled reports (Note 4) |  |  | (5.00) |
| Examination adjustments (Note 5) |  |  | 5.00 |
| Adjusted balance due Game Commission (County) for the license period July 1, 2007 to June 30, 2008 |  | \$ | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

# TREASURER <br> LEBANON COUNTY <br> HUNTING LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS FOR THE LICENSE PERIOD JULY 1, 2008 TO JUNE 30, 2009 

| License Type | $\begin{gathered} \text { Licenses } \\ \text { Sold } \end{gathered}$ | Amount Due Game Commission |  |
| :---: | :---: | :---: | :---: |
| Resident |  |  |  |
| Adult | 97 | \$ | 1,843.00 |
| Junior | 6 |  | 30.00 |
| Junior combination | 1 |  | 8.00 |
| Senior | 15 |  | 180.00 |
| Senior Lifetime Hunting | 1 |  | 50.00 |
| Military | 21 |  | 21.00 |
| Seven day | 2 |  | 60.00 |
| Archery - Resident and Non-resident | 69 |  | 1,035.00 |
| Muzzleloaders - Resident and Non-resident | 57 |  | 570.00 |
| Antlerless deer |  |  |  |
| Resident | 6,866 |  | 34,330.00 |
| Non-resident | 28 |  | 700.00 |
| Armed forces | 57 |  | 285.00 |
| Disabled veterans | 10 |  | 50.00 |
| Furtaker |  |  |  |
| Adult resident | 8 |  | 152.00 |
| Senior resident |  |  | 24.00 |
| Migratory - Resident and Non-resident | 52 |  | 104.00 |
| Bear - Resident and Non-resident | 62 |  | 930.00 |
| Replacements | 25 |  | 125.00 |
| Totals (Note 2) | 7,379 |  | 40,497.00 |
| Disbursements to Game Commission (Note 3) |  |  | (40,321.00) |
| Credits taken for licenses issued for Disabled Veterans and Senior Lifetime Hunt renewals |  |  | (176.00) |
| Balance due Game Commission (County) per settled reports (Note 4) |  |  | - |
| Examination adjustments |  |  | - |
| Adjusted balance due Game Commission (County) for the license period July 1, 2008 to June 30, 2009 |  | \$ | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

# TREASURER <br> LEBANON COUNTY <br> HUNTING LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS FOR THE LICENSE PERIOD JULY 1, 2009 TO JUNE 30, 2010 

| License Type | Licenses Sold | Amount Due Game Commission |  |
| :---: | :---: | :---: | :---: |
| Resident |  |  |  |
| Adult | 101 | \$ | 1,989.70 |
| Junior | 2 |  | 11.40 |
| Junior combination | 1 |  | 8.70 |
| Senior | 13 |  | 165.10 |
| Senior Lifetime Combo | 8 |  | 805.60 |
| Senior Lifetime Hunting | 4 |  | 202.80 |
| Senior Lifetime Upgrade Combo | 2 |  | 101.40 |
| Military | 52 |  | 88.40 |
| Spring Turkey | 2 |  | 41.40 |
| Mentored Youth | 4 |  | 6.80 |
| Non-resident |  |  |  |
| Adult | 1 |  | 100.70 |
| Archery - Resident and Non-resident | 82 |  | 1,287.40 |
| Muzzleloaders - Resident and Non-resident | 58 |  | 620.60 |
| Antlerless deer |  |  |  |
| Resident | 8,200 |  | 46,740.00 |
| Resident landowners | 1 |  | 5.70 |
| Non-resident | 12 |  | 308.40 |
| Armed forces | 94 |  | 535.80 |
| Disabled veterans | 16 |  | 91.20 |
| Elk - Antlered and Antlerless | 7 |  | 74.90 |
| Bobcat | 10 |  | 57.00 |
| Furtaker |  |  |  |
| Adult resident | 9 |  | 177.30 |
| Migratory - Resident and Non-resident | 77 |  | 207.90 |
| Bear - Resident and Non-resident | 71 |  | 1,114.70 |
| DMAP - Resident and Non-resident | 13 |  | 126.10 |
| Replacements | 46 |  | 262.20 |
| Donations for the Game Commission |  |  | 2.20 |
| Totals (Note 2) | $\underline{8,888}$ |  | 55,133.40 |
| Disbursements to Game Commission (Note 3) |  |  | (54,957.80) |
| Credits taken for licenses issued for Disabled Veterans and Senior Lifetime Hunt renewals |  | Credits taken for licenses issued for Disabled Veterans and | (175.60) |
| Balance due Game Commission (County) per settled reports (Note 4) |  |  | - |
| Examination adjustments |  |  | - |
| Adjusted balance due Game Commission (County) for the license period July 1, 2009 to June 30, 2010 |  | \$ | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

# TREASURER <br> LEBANON COUNTY <br> HUNTING LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS FOR THE LICENSE PERIOD JULY 1, 2010 TO JUNE 30, 2011 

| License Type | Licenses Sold |  | unt Due Game mission |
| :---: | :---: | :---: | :---: |
| Resident |  |  |  |
| Adult | 106 | \$ | 2,088.20 |
| Junior | 2 |  | 11.40 |
| Junior combination | 7 |  | 60.90 |
| Senior | 8 |  | 101.60 |
| Senior Lifetime Combo | 1 |  | 100.70 |
| Senior Lifetime Hunting | 5 |  | 253.50 |
| Military | 52 |  | 88.40 |
| Spring Turkey | 2 |  | 41.40 |
| Mentored Youth | 1 |  | 1.70 |
| Non-resident |  |  |  |
| Adult | 2 |  | 201.40 |
| Archery - Resident and Non-resident | 95 |  | 1,491.50 |
| Muzzleloaders - Resident and Non-resident | 58 |  | 620.60 |
| Antlerless deer |  |  |  |
| Resident | 7,800 |  | 44,460.00 |
| Resident landowners | 2 |  | 11.40 |
| Non-resident | 14 |  | 359.80 |
| Armed forces | 102 |  | 581.40 |
| Disabled veterans | 19 |  | 108.30 |
| Elk - Antlered and Antlerless | 3 |  | 32.10 |
| Bobcat | 12 |  | 68.40 |
| Fisher | 5 |  | 28.50 |
| Furtaker |  |  |  |
| Adult resident | 5 |  | 98.50 |
| Senior resident | 1 |  | 12.70 |
| Migratory - Resident and Non-resident | 60 |  | 162.00 |
| Bear - Resident and Non-resident | 100 |  | 1,570.00 |
| DMAP - Resident and Non-resident | 10 |  | 97.00 |
| Replacements | 40 |  | 228.00 |
| Totals (Note 2) | 8,512 |  | 52,879.40 |
| Disbursements to Game Commission (Note 3) |  |  | $(52,686.40)$ |
| Credits taken for licenses issued for Disabled Veterans and |  |  |  |
| Senior Lifetime Hunt renewals |  |  | (193.00) |
| Balance due Game Commission (County) per settled reports (Note 4) |  |  |  |
| Examination adjustments |  |  | - |
| Adjusted balance due Game Commission (County) for the license period July 1, 2010 to June 30, 2011 |  | \$ | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

## TREASURER <br> LEBANON COUNTY <br> FISHING LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS <br> FOR THE LICENSE PERIOD JANUARY 1, 2007 TO DECEMBER 31, 2007

| License Type | $\begin{gathered} \text { Licenses } \\ \text { Sold } \\ \hline \end{gathered}$ | Amount Due Fish and Boat Commission |  |
| :---: | :---: | :---: | :---: |
| Resident | 60 | \$ | 1,260.00 |
| Replacements | 2 |  | 8.50 |
| Senior resident | 5 |  | 50.00 |
| National Guard/Armed Forces | 12 |  | 12.00 |
| Non-resident | 1 |  | 51.00 |
| Tourist |  |  |  |
| Three day | 2 |  | 50.00 |
| Senior lifetime | 95 |  | 4,750.00 |
| Lifetime Upgrade Card | 66 |  | 330.00 |
| Replacements | 6 |  | 25.50 |
| Lake Erie And Trout/Salmon Combo Stamp | 12 |  | 168.00 |
| Trout/Salmon Stamp | 145 |  | 1,160.00 |
| Totals (Note 2) | 406 |  | 7,865.00 |
| Disbursements to Fish and Boat Commission (Note 3) |  |  | (7,865.00) |
| Balance due Fish and Boat Commission (County) per settled reports (Note 4) |  |  | - |
| Examination adjustments |  |  | - |
| Adjusted balance due Fish and Boat Commission (Cou for the license period January 1, 2007 to December 3 |  | \$ | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

# TREASURER <br> LEBANON COUNTY <br> FISHING LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS <br> FOR THE LICENSE PERIOD JANUARY 1, 2008 TO DECEMBER 31, 2008 

| License Type | $\begin{gathered} \text { Licenses } \\ \text { Sold } \end{gathered}$ | Amount Due Fish and Boat Commission |  |
| :---: | :---: | :---: | :---: |
| Resident | 53 | \$ | 1,140.30 |
| Senior resident | 7 |  | 74.20 |
| National Guard/Armed Forces | 8 |  | 12.20 |
| Non-resident | 2 |  | 103.40 |
| Senior lifetime | 50 |  | 2,530.80 |
| Lifetime Upgrade Card | 60 |  | 337.80 |
| Replacements | 5 |  | 27.05 |
| Lake Erie Stamp | 1 |  | 8.00 |
| Lake Erie And Trout/Salmon Combo Stamp | 7 |  | 102.20 |
| Trout/Salmon Stamp | 96 |  | 820.50 |
| Totals (Note 2) | 289 |  | 5,156.45 |
| Disbursements to Fish and Boat Commission (Note 3) |  |  | $(5,156.45)$ |
| Balance due Fish and Boat Commission (County) per settled reports (Note 4) |  |  | - |
| Examination adjustments |  |  | - |
| Adjusted balance due Fish and Boat Commission (Co for the license period January 1, 2008 December 31, |  | \$ | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

# TREASURER <br> LEBANON COUNTY <br> FISHING LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS <br> FOR THE LICENSE PERIOD JANUARY 1, 2009 TO DECEMBER 31, 2009 

| License Type | Licenses Sold | Amount Due Fish and Boat Commission |  |
| :---: | :---: | :---: | :---: |
| Resident | 45 | \$ | 976.50 |
| Senior resident | 4 |  | 42.80 |
| National Guard/Armed Forces | 7 |  | 11.90 |
| Non-resident | 2 |  | 103.40 |
| Senior lifetime | 32 |  | 1,622.40 |
| Lifetime Upgrade Card | 34 |  | 227.80 |
| Replacements | 3 |  | 17.10 |
| Donations for the Fish and Boat Commission |  |  | 13.30 |
| Lake Erie And Trout/Salmon Combo Stamp | 7 |  | 102.90 |
| Trout/Salmon Stamp | 76 |  | 661.20 |
| Totals (Note 2) | 210 |  | 3,779.30 |
| Disbursements to Fish and Boat Commission (Note 3) |  |  | (3,779.30) |
| Balance due Fish and Boat Commission (County) per settled reports (Note 4) |  |  | - |
| Examination adjustments |  |  | - |
| Adjusted balance due Fish and Boat Commission (Cou for the license period January 1, 2009 to December 31 |  | \$ | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

# TREASURER <br> LEBANON COUNTY <br> FISHING LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS <br> FOR THE LICENSE PERIOD JANUARY 1, 2010 TO DECEMBER 31, 2010 

| License Type | $\begin{aligned} & \text { Licenses } \\ & \text { Sold } \end{aligned}$ | Amount Due Fish and Boat Commission |  |
| :---: | :---: | :---: | :---: |
| Resident | 39 | \$ | 846.30 |
| Senior resident | 4 |  | 42.80 |
| National Guard/Armed Forces | 30 |  | 51.00 |
| Non-resident | 5 |  | 258.50 |
| Tourist |  |  |  |
| Three day | 1 |  | 25.70 |
| Senior lifetime | 17 |  | 861.90 |
| Lifetime Upgrade Card | 17 |  | 113.90 |
| Replacements | 9 |  | 51.30 |
| Lake Erie And Trout/Salmon Combo Stamp | 3 |  | 44.10 |
| Trout/Salmon Stamp | 82 |  | 713.40 |
| Totals (Note 2) | 207 |  | 3,008.90 |
| Disbursements to Fish and Boat Commission (Note 3) |  |  | $(3,008.90)$ |
| Balance due Fish and Boat Commission (County) per settled reports (Note 4) |  |  |  |
| Examination adjustments |  |  | - |
| Adjusted balance due Fish and Boat Commission (Cou for the license period January 1, 2010 to December 3 |  | \$ | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

## TREASURER <br> LEBANON COUNTY <br> FISHING LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS <br> FOR THE LICENSE PERIOD JANUARY 1, 2011 TO DECEMBER 31, 2011

$\left.\begin{array}{lrrr} & \begin{array}{c}\text { Licenses } \\ \text { Sold }\end{array} & \begin{array}{c}\text { Amount Due } \\ \text { License Type } \\ \text { Resident }\end{array} & 32 \\ \text { Commission }\end{array}\right]$

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

## TREASURER <br> LEBANON COUNTY <br> DOG LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS FOR THE LICENSE PERIOD JANUARY 1, 2007 TO DECEMBER 31, 2007

| License Type | $\begin{gathered} \text { Licenses } \\ \text { Sold } \\ \hline \end{gathered}$ | Amount Due Department of Agriculture |  |
| :---: | :---: | :---: | :---: |
| Individual | 8,315 | \$ | 46,577.00 |
| Senior citizen | 1,118 |  | 3,820.00 |
| Lifetime | 500 |  | 14,990.00 |
| Totals (Note 2) | 9,933 |  | 65,387.00 |
| Disbursements to Department of Agriculture (Note 3) |  |  | $(65,387.00)$ |
| Balance due Department of Agriculture (County) per settled reports (Note 4) |  |  | - |
| Examination adjustments |  |  | - |
| Adjusted balance due Department of Agriculture (County) for the license period |  |  |  |
| January 1, 2007 to December 31, 2007 |  | \$ | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

# TREASURER <br> LEBANON COUNTY <br> DOG LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS <br> FOR THE LICENSE PERIOD JANUARY 1, 2008 TO DECEMBER 31, 2008 



Notes to the Statements of Receipts and Disbursements are an integral part of this report.

# TREASURER <br> LEBANON COUNTY <br> DOG LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS <br> FOR THE LICENSE PERIOD JANUARY 1, 2009 TO DECEMBER 31, 2009 

| License Type | Licenses Sold | Amount Due Department of Agriculture |  |
| :---: | :---: | :---: | :---: |
| Individual | 8,598 | \$ | 47,832.00 |
| Senior citizen | 1,294 |  | 4,398.00 |
| Lifetime | 653 |  | 19,610.00 |
| Totals (Note 2) | 10,545 |  | 71,840.00 |
| Disbursements to Department of Agriculture (Note 3) |  |  | (71,840.00) |
| Balance due Department of Agriculture (County) per settled reports (Note 4) |  |  | - |
| Examination adjustments |  |  | - |
| Adjusted balance due Department of Agriculture (County) for the license period |  | \$ |  |
| January 1, 2009 to December 31, 2009 |  | \$ | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

# TREASURER <br> LEBANON COUNTY <br> DOG LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS <br> FOR THE LICENSE PERIOD JANUARY 1, 2010 TO DECEMBER 31, 2010 

| License Type | $\begin{gathered} \text { Licenses } \\ \text { Sold } \\ \hline \end{gathered}$ | Amount Due Department of Agriculture |  |
| :---: | :---: | :---: | :---: |
| Individual | 8,306 | \$ | 46,186.00 |
| Senior citizen | 1,286 |  | 4,352.00 |
| Lifetime | 582 |  | 17,410.00 |
| Totals (Note 2) | 10,174 |  | 67,948.00 |
| Disbursements to Department of Agriculture (Note 3) |  |  | (67,948.00) |
| Balance due Department of Agriculture (County) per settled reports (Note 4) |  |  | - |
| Examination adjustments |  |  | - |
| Adjusted balance due Department of Agriculture (County) for the license period January 1, 2010 to December 31, 2010 |  | S | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

# TREASURER <br> LEBANON COUNTY <br> DOG LICENSE SALES <br> STATEMENT OF RECEIPTS AND DISBURSEMENTS <br> FOR THE LICENSE PERIOD JANUARY 1, 2011 TO DECEMBER 31, 2011 

| License Type | Licenses Sold | Amount Due Department of Agriculture |  |
| :---: | :---: | :---: | :---: |
| Individual | 8,362 | \$ | 46,440.00 |
| Senior citizen | 1,834 |  | 6,174.00 |
| Lifetime | 641 |  | 19,210.00 |
| Totals (Note 2) | 10,837 |  | 71,824.00 |
| Disbursements to Department of Agriculture (Note 3) |  |  | (71,824.00) |
| Balance due Department of Agriculture (County) per settled reports (Note 4) |  |  | - |
| Examination adjustments |  |  | - |
| Adjusted balance due Department of Agriculture (County) for the license period January 1, 2011 to December 31, 2011 |  | $\$$ | - |

Notes to the Statements of Receipts and Disbursements are an integral part of this report.

# TREASURER <br> LEBANON COUNTY <br> NOTES TO THE STATEMENTS OF RECEIPTS AND DISBURSEMENTS <br> FOR THE HUNTING LICENSE PERIOD JULY 1, 2007 TO JUNE 30, 2011 AND FOR THE FISHING AND DOG LICENSE PERIOD JANUARY 1, 2007 TO DECEMBER 31, 2011 

## 1. Criteria

The Statements of Receipts and Disbursements provide a summary of receipts and disbursements by category. The categories and the costs of licenses are based on Pennsylvania laws and regulations.

The Statements were prepared in accordance with reporting requirements prescribed by the licensing agencies. Under this method, only the Commonwealth portion of cash receipts and disbursements are presented, revenues are recognized when received, and expenditures are recognized when paid.

The following schedule identifies the licensing agencies and the respective reporting period:

| License Type | $\underline{\text { Licensing Agency }}$ | $\underline{\text { License Period }}$ |
| :--- | :--- | :--- | :--- |
| Hunting | Game Commission | July 1 to June 30 |
| Fishing | Fish and Boat Commission | January 1 to December 31 |
| Dog | Department of Agriculture | January 1 to December 31 |

With all of the license types listed above, there are licenses that are sold the month prior to the official license period beginning date. For our reporting purposes, these sales are included in the official first month of the license period.

## 2. Receipts

Receipts consist of monies collected on behalf of the licensing agency.
3. Disbursements

The proceeds from the sale of paper hunting licenses for license years 2007 and 2008 were remitted monthly by check with the monthly reports of sales. The proceeds from the sale of hunting licenses, sold electronically, for license years 2008 through 2011 were remitted weekly through an electronic funds transfer program.

# TREASURER <br> LEBANON COUNTY <br> NOTES TO THE STATEMENTS OF RECEIPTS AND DISBURSEMENTS <br> FOR THE HUNTING LICENSE PERIOD JULY 1, 2007 TO JUNE 30, 2011 AND FOR THE FISHING AND DOG LICENSE PERIOD JANUARY 1, 2007 TO DECEMBER 31, 2011 

## 3. Disbursements (Continued)

The proceeds from the sale of paper fishing licenses for license year 2007 were remitted monthly by check with the monthly reports of sales. The proceeds from the sale of fishing licenses, sold electronically, for license years 2007 through 2011 were remitted weekly through an electronic funds transfer program.

The proceeds from the sale of dog licenses for the license years 2007 through 2011 were remitted by check to the appropriate licensing agency with the monthly reports of sales.
4. Balance Due Licensing Agency (County) Per Settled Reports

This balance reflects the summary of monthly sales reports as settled by the appropriate licensing agency.
5. Examination Adjustment - Hunt License Sales

In November 2007 the Treasurer listed a Senior Resident Life Hunt Renewal replacement license as a voided license in error.
6. Prior Examination Period Balance Due

We noted that there was a prior examination balance due the Commonwealth of $\$ 8.00$ which was not paid as of the end of our current examination period.

## 7. County Officer Serving During Examination Period

Sallie A. Neuin served as Treasurer during the hunting license period July 1, 2007 to June 30, 2011 and during the fishing and dog license period January 1, 2007 to December 31, 2011.

# TREASURER <br> LEBANON COUNTY <br> REPORT DISTRIBUTION 

FOR THE HUNTING LICENSE PERIOD JULY 1, 2007 TO JUNE 30, 2011 AND FOR THE FISHING AND DOG LICENSE PERIOD JANUARY 1, 2007 TO DECEMBER 31, 2011

This report was initially distributed to:

The Honorable George D. Greig Secretary
Department of Agriculture

Mr. D. Holbrook Duer
Assistant Counsel
Governor's Office of General Counsel
Department of Agriculture

Mr. John Arway
Executive Director
Fish and Boat Commission

Mr. Carl G. Roe<br>Executive Director<br>Pennsylvania Game Commission

The Honorable Sallie A. Neuin
The Honorable Robert M. Mettley
The Honorable Jo Ellen Litz

Treasurer
Controller
Chairperson of the Board of Commissioners

This report is a matter of public record and is available online at http://www.auditorgen.state.pa.us. Media questions about the report can be directed to the Pennsylvania Department of the Auditor General, Office of Communications, 231 Finance Building, Harrisburg, PA 17120; via email to: news@auditorgen.state.pa.us.

