



## SOBA AMERICA

### SOBA America Financial Advisory Board

FROM: SOBA America Financial Advisory Board, SAFAB

TO: The National Treasurer, SOBA America

PURPOSE: Urgent request for transaction details to help prepare SOBA America financial reports

Request Date: Wednesday March 13, 2019

Due Date: **Sunday March 17, 2019**

Dear Soban Fomenky,

The SOBA America Financial Advisory Board (SAFAB) was recently created, mindful of resolutions pertaining to SOBA America's financial operating procedures, policies and structure of its 2016, 2017 and 2018 General assemblies and cognizant requirements of its bylaws.

The mission of the board as defined by its creation charter, includes but is not limited to:

- Taking necessary steps to ensure the smooth functioning of SOBA America's Financial Team.
- Putting in place relevant control systems.
- Review and ensure all relevant financial statements and reports are in accordance with and conformity with guidelines set by SOBA America's General Assembly.

It is within these parameters that the Board held its first meeting on Friday March 8, 2019 and reviewed a list of questions that are pertinent to the preparation of SOBA America's Financial reports. We attach the questions as an appendix to this request.

The Board believes that the answers to these questions are relevant and must be provided so that SOBA America's Financial Statements can be prepared and presented in a manner that is accurate, complete, understandable, timely and reflect the proper cutoff.

We request that you provide written answers to these questions to this Board via its Chairman, Pierre Kamga, by email no later than **Sunday March 17, 2019 at 9:00PM EST.**

Respectfully,

A handwritten signature in black ink, appearing to read 'P. Kamga', written in a cursive style.

Pierre Kamga, CPA

Chairman, SAFAB

Email: [pkamga@hotmail.com](mailto:pkamga@hotmail.com)

## Appendix – Questions

1. Please provide all bank statements and detailed information on what deposits and withdrawals represent for the period of June 2018 through February 2019.
2. Please provide information on CashApp transactions and how they can be traced to the bank statements for the period October 1 to December 31. For example, on December 14, 2018, the Financial Secretary made a CashApp transaction of \$3,000. Please indicate how this amount can be traced to the bank statements. Have you reconciled all the CashApp transactions?
3. Please indicate if you have completed all deposits of all outstanding money for SOBA America into SOBA America accounts? If not, what is the exact balance.
4. Please indicate how much in total CashApp income which went through you have you transferred into Soba America accounts from June 1st to date, to support proof of deposit of all the registration payments into our accounts.
5. Please indicate how much in total PayPal income have you transferred into Soba America accounts from June 1<sup>st</sup>, 2018 to date.
6. Please provide copies of checks and total amounts of convention checks which cleared SOBA America accounts from June 2018 to date.
7. There were many Zelle transfers in January 2019. Please explain what these payments are for?