



SAMS VERIFICATION STATEMENT

Vendor: _____

Reporting Period: _____

Original Report(s)/Verification Statement

Corrected or Revised Report(s)/Verification Statement

** Vendor – Complete and E-mail to Tucumcari Data Center WITH SIGNED Reports**

Data Entry

Reconcile Data

Original data entered

Data corrected/revised

AAA-Agency Summary Report reconciled to data source

Corrected/revised report includes:
"Revised" in the report title.

AAA-NSIP Report reconciled to AAA-Agency Summary Report

Documentation of reconciled data kept & maintained with file

Tracking Unregistered Consumer (if applicable)

We did not have unregistered consumers in this reporting period

Unregistered consumers and their number of units have been listed in the comment section of Service Delivery Detail

Unregistered Service Delivery Detail printed and prepared to be submitted to Non-Metro AAA (along with ASR & NSIP reports)

Year- to-Date Unregistered spreadsheet updated

By Checking this box and typing my name below, I certify/attest that I have completed each data entry step as detailed above

Name: _____ Title: _____ Date: _____

** Non-Metro AAA Complete and Return to Vendor for Final Verification **

AAA-Agency Summary Report (ASR) returned to Vendor

AAA-NSIP Report (if applicable) returned to Vendor

Unregistered Service Delivery Detail (if applicable) returned to Vendor

CC: _____ Date: _____

** Vendor – Complete **

Action Required for Correct Reports:

Comments:

The following reports have been signed/dated as correct:

AAA-ASR Report

AAA-NSIP Report (if applicable)

Unregistered Service Delivery Detail (if applicable)

**UPLOAD ATTACHMENTS
TO
OAA-SYS OR CITRIX
MONTHLY EXPENDITURE
LINK**

Errors Discovered

➤ Errors made by providers based on inaccurate data or omitted data may need to be corrected the following month.

➤ Please briefly describe the discovered errors:

I have reviewed the AAA report(s) for the month of _____, 20_____, and hereby submit for payment.

Name, Title: _____ Date: _____

** Non-Metro AAA Use Only **

Signed/dated ASR scanned to ShareFile

Signed/dated NSIP report scanned to ShareFile

Signed/dated Unregistered Service Delivery Detail scanned to ShareFile

Name, Title: _____ Date: _____