



# 4-H Club Year-End Financial Summary Report Due October 31

4-H Club, Committees and Councils need to complete and return this report to the County Extension Office at the end of the 4-H year. The 4-H fiscal year is from October to September. **Balance to match your bank statements**, not the checkbook register. **Attach copies of your October and September bank statements.** All fields must be complete.

Club/Group Name \_\_\_\_\_ 4-H Year \_\_\_\_\_

Treasurer's Name \_\_\_\_\_ County \_\_\_\_\_

Organizational Leader Name \_\_\_\_\_ Club EIN \_\_\_\_\_  
Required

Checking Account # \_\_\_\_\_  
Ending balance from last year's  
Year-end summary \_\_\_\_\_  
Total Income/Credit (+) \_\_\_\_\_  
Total Expense/Debit (-) \_\_\_\_\_  
Ending Balance of September  
Bank statement \_\_\_\_\_

Savings Account # \_\_\_\_\_  
Ending balance from last year's  
Year-end summary \_\_\_\_\_  
Total Income/Credit (+) \_\_\_\_\_  
Total Expense/Debit (-) \_\_\_\_\_  
Ending Balance of September  
Bank statement \_\_\_\_\_

Checking Account is at \_\_\_\_\_ at \_\_\_\_\_  
Name of Bank Address, City, State, Zip

Savings Account is at \_\_\_\_\_ at \_\_\_\_\_  
Name of Bank Address, City, State, Zip

The check book is in the possession of \_\_\_\_\_

The debit card is in the possession of \_\_\_\_\_

Cash on Hand \$ \_\_\_\_\_ Cash is in the possession of \_\_\_\_\_

Signatories on checking account (please print) 1) \_\_\_\_\_  
**Minimum of two required - not related** 2) \_\_\_\_\_  
3) \_\_\_\_\_

**I certify that the above balances are a correct summary of receipts and expenses of this club, committee or council that I am treasurer of:**

\_\_\_\_\_  
Treasurer Print Name Treasurer Sign Name Date

Yearly Financial Review Certification - Two reviewers required.

We, the Financial Review Committee, are from two families not related to the Treasurer or signatories on the accounts nor are we signatories on the accounts for this club, committee or council. We certify that we have reviewed the Treasurer's book and **bank account statements** (not the checkbook register) of the above club/group and found them to be correct to the best of our knowledge.

\_\_\_\_\_  
Reviewer Print Name Reviewer Sign Name Date

\_\_\_\_\_  
Reviewer Print Name Reviewer Sign Name Date