

4-H FINANCIAL REPORT – CONFIDENTIAL

Due in the 4-H Office – November 1st

Date _____ Name of Club _____

Amount you club or group has in

_____ Checking Account

_____ Savings Account

_____ Petty Cash

Name of Bank or Savings Institution _____

Reporting Period

- October 1st through September 30th

Previous year-end balance \$ _____

PLUS:

Total income received for year \$ _____
(dues, cookie sale profit, club fundraising, window display award, club booth award etc.)

LESS:

Total Expenses for year \$ _____
(enrollment to office, project materials, community service donations, etc.)

BALANCE ON HAND \$ _____

How was income raised? _____

How were expenses incurred? _____

Signature of adult(s) responsible for accounts:

*The 4-H Office require at least (2) signatures in order to
withdrawal money from the club checking or savings accounts.
Usually a club leader plus the club treasurer.*