

Annual Financial Summary Report

(Please COMPLETE even with
\$0 balance or NO treasury!)



Name of 4-H Club _____

Name of Bank _____

For the 4-H Year Beginning October 1, _____ and Ending September 30, _____

1. Balance at Beginning of Year		
INCOME (By event or activity)		
2.		
3.		
4.		
5.		
6.		
7. Total Income for Year (Add lines 2 through 6)		
8. Adjusted Balance (Add line 1 and line 7)		
EXPENDITURES (By event or activity)		
9.		
10.		
11.		
12.		
13.		
14.		
15. Total Expenditures for Year (Add lines 9 through 14)		
16. Balance at End of Year (Subtract line 15 from line 8)		
<i>If line 16 doesn't agree with bank statement complete lines 17, 18, and 19</i>		
17. Add checks that haven't cleared the bank		
18. Subtract deposits that haven't cleared the bank		
19. Adjusted Balance (Should agree with bank statement)		
Prepared by (Treasurer) _____	Date _____	
Organizational (Main) Leader _____	Date _____	
Extension Educator _____	Date _____	

This report is due in the District Extension Office by November 1.

Adapted from University of Idaho "Handling Finances"