

4-H Annual Financial Statement

COMPLETE BOTH SIDES

All 4-H Advisories, Committees and Clubs must complete this form even if you have no income and/or are not planning to have a group for the upcoming 4-H year. Contact County 4-H Staff at the Extension Office if your group is disbanding this year. (Report income/expenses from July 1 to June 30)

Date: _____ Return to: OSU Lake County Extension Service DUE: August 20, 2019
 Lake County 4-H
 103 South E Street
 Lakeview, OR 97630

Club or Committee Name: _____ Contact Name: _____

Email: _____ Phone Number: _____

Beginning account balance as of July 1, 2018 \$ _____ (A)
 (Amount should be the ending balance from your previous year's report)

Income and Expenses from July 1, 2018 to June 30, 2019:

Income	Expenses
Registration, Entry & Project Fees paid to the group and deposited in group's account/treasury. \$ _____	Member benefits paid from the account/treasury (i.e. project & entry fees, club activities, field trips, etc.) \$ _____
Monetary donations \$ _____	Supplies & Equipment \$ _____
Fundraising activities \$ _____	Fundraising expenses \$ _____
Interest from bank accounts \$ _____	Postage \$ _____
Club dues \$ _____	Printing \$ _____
Grants \$ _____	Insurance \$ _____
Other: \$ _____	Bank fees \$ _____
_____ \$ _____	Scholarships \$ _____
_____ \$ _____	Equipment purchased _____ \$ _____
_____ \$ _____	Other (Specify) _____ \$ _____
Total Income (B) \$ _____	Total Expenses (C) \$ _____

Ending account balance on June 30, 2019 \$ _____ (D) *Note: (A) + (B) - (C) = (D)*
Must match June 30th bank statement

4-H Account Activity Record

All clubs should be using the County 4-H Association Tax ID Number.

Does your 4-H Club Have Funds?

- No funds
- Checking Account Bank Name _____ Acct No. _____
- Savings Account Bank Name _____ Acct No. _____

The authorized signer(s) on the account include:

_____ Name	_____ Name
_____ Name	_____ Name

Do you conduct a yearly review?

- Yes No

Have you ever conducted an account review?

- Yes No

Does your group own materials, equipment, property or other assets that have been purchased with funds you raised in the name of 4-H? (i.e. fair decorations, show equipment, parade tack, etc.)

- Yes No

If “yes” please fill out the 4-H Club Materials and Equipment Inventory Form.

Review
This “does it make sense” analysis is useful when the organization needs some assurance about their financial statements, but not the higher level of assurance provided by an audit.

Audit
An audit provides the highest level of assurance on an organization’s financial statements. An audit provides assurance that an organization’s financial statements are free of material misstatement and are based on the application of generally accepted accounting principles.

We, the undersigned, do hereby swear that the information contained herein is true and correct to the best of our knowledge.

Signature: (club leader)

Date

Signature: (club treasurer/leader)

Date