

Ohio 4-H Club / Affiliate (Committee) Yearly Financial Summary
Due January 31

*Program Year: _____ *Club / Affiliate Name: _____
County in which 4-H club is based: MEDINA

Bank Information

*Bank Name _____ *EIN _____

*Account # _____

*Bank Address _____

*City (of bank) _____ State Ohio *Zip Code (of bank) _____

*Type of account Checking Savings Other

Signer Name(s) **At least ONE name is required. List ALL names authorized as signers for the above account.

*Beginning account balance as of January 1 (should match bank statement) \$ _____

Club / Affiliate Income (More space on page 2)

Table with 2 columns: Income Description (i.e., club dues, fund raisers, club premiums, etc.) and Income Amount. Includes a Total Income row at the bottom.

Club / Affiliate Expenses (More space on page 2)

Table with 2 columns: Expense Description (i.e., club dues, fund raisers, club premiums, etc.) and Expense Amount. Includes a Total Expense row at the bottom.

*Ending account balance as of December 31 (should match bank statement) \$ _____

*Name of person completing this Ohio 4-H Club / Affiliate Yearly Financial Summary Form _____ Date _____

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Club / Affiliate Income (Continued from page 1)

Income Description (i.e., club dues, fund raisers, club premiums, etc.)

Income Amount

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Club / Affiliate Expenses (Continued from page 1)

Expense Description (i.e., club dues, fund raisers, club premiums, etc.)

Expense Amount

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Yearly Audit Certificate

Why a Financial Review Committee?

The Financial Review Committee will examine and verify the club / affiliate's money at the end of the year. This can prevent misunderstandings with the club/affiliate's outgoing and incoming treasurers.

- Clubs have 2 club officers and 2 advisors from at least 2 different families.
- Affiliates have the following outgoing and incoming officers: Chair; Secretary; and Treasurer and one or two other current 4-H volunteers as needed to make a total of four.

_____ The club/affiliate's treasury records were examined on _____ and found to be correct.

_____ The club/affiliate's treasury records were examined on _____ concerns were found.

A list of concerns has been attached to this document.

Signature Date

Signature Date

Signature Date

Signature Date

Medina County 4-H Club/Affiliate (Committee) Equipment Inventory

Committee/Affiliate Name _____ Date _____

Address where items are stored _____

Number	Item	Description	Serial #	Value Each	Total
<i>Ex. 1</i>	<i>Table</i>	<i>Green and white lightweight and folds</i>	<i>123456L</i>	<i>\$129.00</i>	<i>\$129.00</i>
Total Value of 4-H Club Equipment					\$

Signature _____

Title _____

Note: Please complete, sign and submit with Committee/Affiliate's annual financial/audit report.

