

## 4-H Annual Financial Report

(Submit to local University of Missouri Extension center each year.)

<b>Year:</b>		
<b>County</b>	<b>E.I.N.</b> (Employee Identification Number)	
<b>Club/group</b>	<b>Type of group</b> (community/project/council/other)	
<b>Report for (date) to (date)</b>	<b>Date report given</b>	
<b>Treasurer</b>	<b>Phone</b>	
<b>Cosigner</b>	<b>Phone</b>	

  

<b>Account activity</b>	<b>Amounts</b>	<b>Directions</b>
<b>Previous balance</b>		ending balance from the last report
<b>Income</b>		
Dues		membership dues
Deposits/receipts		money received
Total		total of income
<b>Expenses</b>		
Bank fees		bank charges
Payments/bills		money paid
Total		total of expenses
<b>Ending balance</b>		balance + income - expenses = ending balance (checkbook balance)
Outstanding bills		money owed but not paid
<b>Actual balance</b>		ending balance - outstanding bills = actual balance (money available)
<b>Signature of treasurer</b>		
<b>Signature of leader</b>		
<b>Signature of auditor</b> (professional not required)		