

# Year-end Financial Summary Report

4-H Clubs, Committees and Councils need to complete and return this report to the County Extension Office at the end of the 4-H year for the year just completed. The 4-H fiscal year is from Oct. 1 to Sept. 30

Name of 4-H Group/Club: \_\_\_\_\_ 4-H Year: 10/ \_\_\_\_\_ 09/ \_\_\_\_\_

Treasurers Name: \_\_\_\_\_ County: \_\_\_\_\_

Club Leaders Name: \_\_\_\_\_ EIN #: \_\_\_\_\_

Bank Account is at (name of Bank) \_\_\_\_\_ Bank Address: \_\_\_\_\_

Bank Account is at (name of Bank) \_\_\_\_\_ Bank Address: \_\_\_\_\_

**(A) \*Checking Account**

**(B) \*\*Savings Account**

Starting Balance (on October 1) \_\_\_\_\_ Starting Balance on October 1 \_\_\_\_\_

Total Income/Deposits (+) \_\_\_\_\_ Total Income/Deposits (+) \_\_\_\_\_

Total Expenses/Withdrawal (-) \_\_\_\_\_ Total Expenses/Withdrawal (-) \_\_\_\_\_

Ending Balance (on September 30) \_\_\_\_\_ Ending Balance (on September 30) \_\_\_\_\_

Ending Balance (A) + Ending Balance (B) \_\_\_\_\_ X .01 (\*\*\*) 1% \_\_\_\_\_

\* Add the totals of all checking accounts under the EIN together for this section.  
 \*\*This section includes savings accounts, CD's or other investments under the EIN.

\*\*\*1% Assessment Fee for 4-H groups that are under the Montana 4-H GEN Make check payable your county office.

The check book is in the possession of \_\_\_\_\_

Cash on Hand \$ \_\_\_\_\_ Cash is in the possession of \_\_\_\_\_

Signatories on the account are (must be 2)

Signatory 1 \_\_\_\_\_ Signatory 2 \_\_\_\_\_

**I certify that the above balances are a correct summary of receipts and expenses of the club, committee or council that I am treasurer of:**

Treasurer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Yearly Financial Review Certificate

**We the Financial Review Committee, are from different families and are not signatories on the accounts for this club, committee or council. We certify that we have reviewed the Treasurer's book and bank accounts of the above group and found them to be correct to the best of our knowledge.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date the 990 for this EIN was filed for the above 4-H year? (attach a copy of the confirmation from IRS) \_\_\_\_\_