

**WASHINGTON 4-H CLUB/GROUP/COUNCIL/AUTHORIZED UNIT
ANNUAL FINANCIAL SUMMARY REPORT
TO WASHINGTON STATE UNIVERSITY EXTENSION**

Reporting Year: October 1, 20____ to September 30, 20____.

Tax ID# (EIN) _____ County _____

Club/Group _____

Mailing Address—Street or PO Box _____

City _____ Zip _____

Phone Number _____ Contact email _____

Bank Name and Branch _____

Attach a copy of your bank signature card.

Account # (Checking) _____ (Savings) _____

	CHECKING	SAVINGS	INVESTMENTS
Beginning Balance			
Total Income			
Total Expenses			
Ending Balance			

Youth Treasurer's Signature _____

Youth Treasurer's Name (printed) _____

General Leader's Signature _____

General Leader's Name (printed) _____

Adult Financial Leader/2nd Bank Signer's Signature _____

Adult Financial Leader/2nd Bank Signer Name (printed) _____

****Required Attachments:** Copy of Annual Financial Summary Form; Peer Audit Committee Report; Property Inventory List; List all donors, amounts donated and fundraising activities (place an *asterisk next to those who gave more than \$1,000); Copies of last year's club/group meeting minutes; Current copy of your bank signature card; Club bank statements, receipts, deposit slips and other financial documentation.

**All year-end financial documents are due to the County 4-H Extension Office
By October 31st of the current 4-H year**