

NORTHUMBERLAND 4-H CLUB ANNUAL FINANCIAL SUMMARY

	For the period January 1, 20____ to December 31, 20____ CLUB NAME _____ Bank Account? No ____ Yes ____ Type(s)? Chequing ____ Savings ____ Other ____ Account # _____ Signatories _____			
			Subtotal	Total
	Adjusted balance at start of year, January 1, 20	A		
INCOME	<i>Example: Club Fundraisers</i>			
Total Income		B		\$0.00
EXPENSES	<i>Example: Thank you gifts and cards for guest speakers</i>			
Total Expenses		C		\$0.00
	Account Balance (A plus B, minus C)		equals	\$0.00
	Plus cheques not cleared			
	Adjusted balance (should agree with December bank statement)			\$0.00
please answer the following:	The account was reconciled monthly		Yes____	No____
	Expenses were approved and in the minutes with club budget or by vote of full membership		Yes____	No____
PLEASE STAPLE COPY OF BANK STATEMENT SHOWING DEC 31 BALANCE TO THIS SUMMARY Club inventory next page				

