MONTHLY BUDGET REPORT FORM

Club/Unit:
Month:

carry forward APPROVED BUDGET INCOME (DESCRIBE)	Remaining Budget Amount	This Month's Activity	Actual to Date Remaining
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
	Remaining Budget Amount	This Month's Activity	Actual to Date Remaining
APPROVED BUDGET PROJECT INCOME			
			-
			-
			-
			-
			-
			-
			-
			-
YEAR TO DATE TOTALS	$ -	$ -	-

MONTHLY BUDGET REPORT FORM

APPROVED BUDGET EXPENSES (DESCRIBE)	Remaining Budget Amount	This Month's Activity	Actual to Date Remaining
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
APPROVED BUDGET PROJECT EXPENSES	Remaining Budget Amount	This Month's Activity	Actual to Date Ramaining
			-
			-
			-
			-
			-
			-
			-
			-
YEAR TO DATE TOTALS	$ -	$ -	-

*Additional pages may be added, if needed.

MONTHLY BUDGET REPORT FORM

4-H TREASURER'S REPORT

(Page 1 of 2)

For the Month of _____, _____

_____ 4-H Club

(CHECKING ACCOUNT)

BEGINNING BALANCE:

CASH ON HAND (Petty Cash)	$ -
TOTAL OPENING BALANCE	$ -

INCOME:

Source	Description	Amount
Income From Page 2		$
Total Income		$ -

EXPENSES:

Check #	Payee	Description	Amount
Expenses from Page 2			
Total Expenses			$ -

CASH ON HAND (Petty Cash)	$ -
ENDING BALANCE AS OF _____, _____, _____ (Last day of month)	$ -

Treasurer's Signature:_____ Date: _____

Telephone: _____

Community Leader's Signature:_____ Date: _____

Telephone: _____

4-H TREASURER'S REPORT

(Page 2 of 2)

For the Month of _____, _____

_____ 4-H Club

(Checking Account)

INCOME:

Source	Description	Amount
Total Income		$ -

EXPENSES:

Check #	Payee	Description	Amount
Total Expenses			$ -

Monthly Accounts Summary

For The Month of _____

_____4-H CLUB

Account	Beginning Balance	Income	Expenses	Ending Balance
General				-
				-
				-
				-
				-
				-
				-
				-
				-
Totals	**$ -**	**$ -**	**$ -**	**-**

4H-SBC-1513
revised 08/22/08

Bank Reconciliation

CLUB _____
BANK _____
MONTH _____

Balance From Checkbook		**Checks Outstanding:**	
(Reconciled Ending Balance from Last Month)		**Check Number**	**Amount**
Deposits			
(Add)			
Interest	$ -		
(Add)			
Total Checks Written This Month			
(Subtract)			
Any Bank Charges/Check Orders	$(_____)		
(Subtract)			
**ENDING BALANCE	$ -		
Total Outstanding Checks	$ -		
(Have not cleared bank - ADD to above balance)			
Total Outstanding Deposits	$ -		
(Have not cleared bank-SUBTRACT)			
Balance	$ -		
Balance From Bank Statement			
(Subtract)			
Proof	$0.00	**TOTAL**	$ -
(this should be $0.00)			
(Month's ending balance from checkbook)			
Adjustments +/-	$ -		
(Add or subtract to equal **Ending Balance)			
(Correct checkbook if needed)			
Reconciled to **Ending Balance	$ -		

			Account	**Account**	**Account**
Deposits		**Amount**			
	Date				
Account Totals					
Total Deposits For The Month		$ -			

4H-SBC-1517

ANNUAL FINANCIAL REPORT/SUMMARY

Club **Fiscal Year: June 1, - June 30,**

Balance at end of previous year

$

MONTH	TOTAL INCOME	-TOTAL EXPENSES	=BALANCE
July			
August			
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
TOTAL FOR THE YEAR			
	$	$	
		Year End Balance	$

This is to certify that the forgoing is a Correct Statement of Income and Expenses:

Signed:

Community Leader **Treasurer**

4H-SBC-1511
revised 03/23/09

Compatibility Report for Financial Summary revised.xls
Run on 3/23/2009 8:20

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Minor loss of fidelity	# of occurrences
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