

Monthly 4-H Club Treasurer's Report

4-H Club Name _____

Date of 4-H Meeting _____

1. State to the club the checking account beginning balance:

(Ending balance from previous meeting)

Date: _____ Balance: _____

2. Money Received:

(Tell the club how much money was received and why it was received)

Dollar Amount: \$ _____ for what purpose _____

Dollar Amount: \$ _____ for what purpose _____

Dollar Amount: \$ _____ for what purpose _____

Dollar Amount: \$ _____ for what purpose _____

Dollar Amount: \$ _____ for what purpose _____

State to the club total amount received since the last meeting:

\$ _____

3. Payments:

(Tell the club what checks you wrote, to who, and why)

\$ _____ to (person's name) _____ for
(why you are giving them money) _____

\$ _____ to (person's name) _____ for
(why you are giving them money) _____

\$ _____ to (person's name) _____ for
(why you are giving them money) _____

\$ _____ to (person's name) _____ for
(why you are giving them money) _____

State to the club the total payments for the month:

\$ _____

4. State the Ending Balance: Take your beginning balance, add the total money received, and subtract the total payments. That gives you the ending balance.

Beginning Balance: \$ _____

Add Total Money Received: \$ _____

Subtract Total Payments: \$ _____

State to the club the ending balance for the month: \$ _____

Submitted by: _____