

DIFFERENT INVOICE TYPES EXPLAINED

COUNTY INVOICE - NOT PAID

When a county invoice is created the system assigns an invoice number, invoice date and the status is changed to draft. All members on the invoice are assigned a pending payment status.

Texas 4-H Youth Program		INVOICE		
Payable to: Texas A&M AgriLife Extension 2473 TAMU College Station, TX 77843		INVOICE #	271908	
BILL TO Austin County		INVOICE DATE	12/13/2022	
		STATUS	Draft	
DESCRIPTION	QTY	PRICE	TOTAL	
Austin: 2022 - 2023 District 11 Crossroads:	1	\$175.00	\$175.00	
TOTAL			\$175.00	

COUNTY INVOICE - PAID

If the State office receives a matching invoice and check then the system is updated. The invoice updates the paid date and paid status. All members on the invoice are assigned a paid payment status.

Texas 4-H Youth Program		INVOICE		
Payable to: Texas A&M AgriLife Extension 2473 TAMU College Station, TX 77843		INVOICE #	267442	
BILL TO Anderson County		INVOICE DATE	11/30/2022	
		STATUS	Paid	
		PAID DATE	12/06/2022	
		PAID AMOUNT	\$45.00	
DESCRIPTION	QTY	PRICE	TOTAL	
Anderson: 2022 D5 Food Show - Juniors & Intermediates:	1	\$15.00	\$15.00	
Anderson: 2022 D5 Food Show - Juniors & Intermediates:	1	\$15.00	\$15.00	
Anderson: 2022 D5 Food Show - Juniors & Intermediates: Hobbs	1	\$15.00	\$15.00	
TOTAL			\$0.00	

FAMILY INVOICE - CHECK

When an event is approved at the final level a family invoice is created. The system automatically assigns a status of PAID even though it may not be paid yet. This status is being pulled from the CHECK payment button that the family clicks on the event when checking out. The status of a check payment can only be seen by the county office bills screen. Disregard the Paid Amount as \$0.00. This area is used in other states but does not apply to what Texas 4-H does.

Texas 4-H Youth Program		INVOICE		
Payable to: Texas A&M AgriLife Extension 2473 TAMU College Station, TX 77843		INVOICE #	262264	
BILL TO		INVOICE DATE	11/07/2022	
		STATUS	Paid	
		PAID DATE	11/08/2022	
		PAID AMOUNT	\$0.00	
DESCRIPTION	QTY	PRICE	TOTAL	
Registration Fee	1	\$15.00	\$15.00	
Please pay Anderson extension office	1	\$15.00	-\$15.00	
TOTAL			\$15.00	

FAMILY INVOICE - CREDIT CARD PAID

When an event is approved at the final level a family invoice is created. The purpose of the family invoice to show the no-refund policy and signatures that go with it. The paid amount will show the total amount paid. If a credit card is declined a family invoice is not created and the event is not paid.

Texas 4-H Youth Program		INVOICE		
Payable to: Texas A&M AgriLife Extension 2473 TAMU College Station, TX 77843		INVOICE #	273275	
BILL TO		INVOICE DATE	01/03/2023	
		STATUS	Paid	
		PAID DATE	01/05/2023	
		PAID AMOUNT	\$5.00	
DESCRIPTION	QTY	PRICE	TOTAL	
Registration Fee	1	\$5.00	\$5.00	
TOTAL			\$0.00	

FAMILY INVOICE - NO REFUND POLICY

The purpose of the family invoice to show the no-refund policy and signatures that go with it.

Texas 4-H Youth Program		INVOICE		
Payable to: Texas A&M AgriLife Extension 2473 TAMU College Station, TX 77843		INVOICE #	273275	
BILL TO		INVOICE DATE	01/03/2023	
		STATUS	Paid	
		PAID DATE	01/05/2023	
		PAID AMOUNT	\$5.00	
DESCRIPTION	QTY	PRICE	TOTAL	
Registration Fee	1	\$5.00	\$5.00	
TOTAL			\$0.00	

Pay by Computer Terms and Conditions

PARTICIPATION FEES AND VOLUNTEER APPLICATION FEES Participation fees are nonrefundable once the membership or application has been approved by the county office. Once a Volunteer Application has been SUBMITTED into the system the application fee is nonrefundable. **EVENT AND ACTIVITY REGISTRATION** The general refund policy for the Texas 4-H Program is that no refunds are provided to a 4-H member or family once the registration is APPROVED. In extreme circumstances, such as death in immediate family, severe illness/accident, or cancellation of event, refunds will be provided, minus any expenses already incurred by the event/activity. It is the decision of the event coordinator for that particular event if a refund is provided or not, with approval of Texas 4-H Youth Development Program Director. Contact Your Local County Extension Office with questions about refunds. **ANIMAL VALIDATION** All fees paid are non-refundable once an animal validation has been accepted.

Recorded Member Name:

Recorded Parent/Guardian:

Recorded Manager:

Date of Consent:

1/5/2023