

TEXAS 4-H ANNUAL CLUB/GROUP FINANCIAL REVIEW Review Of Year: 2023-2024



All 4-H clubs or groups with a bank account under the Texas 4-H Inc 501(c)(3) umbrella, must complete an annual financial review to maintain their charter status. This form should be completed and submitted to the County Extension Office during the chartering process. This annual review should be based on the past twelve-months at time of review because of the chartering timeline. Members of the review team should be adults knowledgeable of basic bookkeeping/banking skills and NOT be affiliated with the club/group or County Extension Office.

Club Nam	ne:							EIN:					
			ACCOU	NT INFORMAT	101	N							
BANK	Type: Checking Savings Other Bank Name:												
ACCOUNT #1	Signers On Account:					Balance at the tim	Balance at the time of Review: \$						
BANK	Type: Checking Savings	rpe: Checking Savings Other Bank Name:											
ACCOUNT #2	Signers On Account:			Balance at the time of Review: \$									
BANK	Type: Checking Savings Other Bank Name:												
ACCOUNT #3	Signers On Account:					Balance at the tim	Balance at the time of Review: \$						
The signers on the account(s) above must be from two different families and currently enrolled 4-H adult volunteer leaders.													
Is there a debit card associated with this club/group? If yes, who has possession of it? In NO List Online Payment System (i.e., PayPal, Eventbrite, Bloom, etc.) being used and the email address associated with them:								id the					
	List any expenses without receipts	and/or any re		ANCIAL REVIEW		is/concerns.	(Incluc	de additional pages if n	ee	ded.)			
Date	Check #/Debit Card Entry		Paye	Рауее		Expei		ense (List Item)		Reason/	Reason/Concern		
Comments or Suggestions for Improvement:													
	We, the undersigned, have ex	amined the fir		ERTIFICATION records of the a	abo	ve-named cl	ub/gro	oup and found them to	be				
Select Or	e: IN ORDER NOT IN ORDER IN ORDER, BUT IN NEED OF BE	ETTER ORGAN	IZATIOI	N OR RECORD I	KEE	PING.							
Rev	viewer's Printed Name		Οςςι	pation or Title				Signature			Rev	iew Date	
1													
2													
Reviewers cannot be associated with this club or any Extension Office. (The club manager cannot be a reviewer.)													
EXTENSION AGENT REVIEW & CERTIFICATION I, the undersigned, Extension Agent have reviewed this financial review of the above mentioned 4-H club/group and certify that all concerns and recommendations have been addressed, and the club/group is following sound financial practices to continue being chartered as part of Texas 4-H.													
I certify that all signers on bank accounts listed above are currently enrolled 4-H adult volunteer leaders.													
	Printed Name			Title				Signature				Date	
	ALL SIGNATURES ARE REQUIRED IN ALL SECTIONS BEFORE SUBMITTING ONLINE												

Attachment 1: Texas Club/Group Assets

Please list all material assets that the 4-H club/group owns which has a value of more than \$50. An asset is any property the 4-H club/group owns and/or uses. These will vary based on each 4-H club/group. Example: a shooting sports club may own archery equipment whereas a livestock club may own scales for weighing projects. Because these items were purchased by (or donated to) the 4-H club/group, it's important to list and account for them along with any funds in the 4-H club/group treasury. Please use the table below to list any assets. This information should be included with the Annual Charter Financial Review form.

Description of Asset	Model Number (if applicable)	Serial Number (if applicable)	Estimated Value	Person Responsible for Asset		