

Lake County 4-H Club Report of Annual Audit

Club Name: _____

Leader: _____

Treasurer: _____

Date: _____

Chartered 4-H Clubs are eligible to be exempt from the payment of Federal income taxes. The ruling was issued to the Department of Agriculture by the Internal Revenue Service on April 24, 1946, which recognized that 4-H Clubs were exempt from federal income tax under section 101(6) of the Internal Revenue Code of 1939, which corresponds to section 501© (3) of the 1986 Code. Each club will need to complete the IRS Form SS-4 to obtain a Federal Tax Identification Number or EIN, the County 4-H Agent must provide a written request to have your club added to the National IRS database of 4-H Clubs. With this status, donors, individuals or businesses, may deduct contributions to a 4-H club with official status.

Please check the box that applies:

- 9 Our club is **new for 08-09** and had no financial activity during the 08-09 4-H year.
No further information is required. Return form to 4-H office by 8/31/09
- 9 Our club has **no bank account and handled less than \$25.00** in total for the entire year.
No further information is required. Return form to 4-H office by 8/31/09
- 9 Our club completed and **submitted a Treasurer's Project Book** in May of the prior 4-H Year.
No further information is required. Return form to 4-H office by 8/31/09.
- 9 Our club has a bank account and **handled less than \$25.00** in total for the entire 4-H year. Complete audit information below and return to the 4-H office by 8/31/09.. No auditor signature required.
- 9 Our club has a bank account and handled more than \$25.00 in total for the entire 4-H year. Complete audit information below and return to the 4-H office by 8/31/09 Auditor signature(s) required.

Auditor's Report

1. Balance beginning of 4-H (or calendar) year: _____

2. Total Income/Receipts: _____

3. Total Assets (line 1 + line 2): _____

4. Total Expenses/Disbursements: _____

5. Ending Balance (line 3 - line 4): _____

Ending Balance reconciled with account: Yes No _____

The 4-H financial records for the club named above have been reviewed and are found to be accurate and complete. All transactions have been made in keeping with the club's budget goals and policies. _____

Auditor Signature Date

Treasurer's Book Complete for 08-09? Yes _____ No _____

Funds deposited in _____ Bank

Signers on account: _____

Organization Leader signature: _____