

**Clark County 4-H Clubs and Committees Annual Financial Review & Audit**

**Complete and Return a Copy No Later than April 15 to  
OSU Extension, Clark County, 3130 East Main Street, Springfield, OH 45505  
Maintain A Copy with Your 4-H Club or Committee Financial Records!**

Name of 4-H Club or Committee: \_\_\_\_\_ EIN Number: \_\_\_\_\_

Date of Review/Audit: \_\_\_\_\_ Year Reviewed/Audited: \_\_\_\_\_

List all Signer(s) on the Account (Min. of 2): \_\_\_\_\_

Original Bank Statements Received By: \_\_\_\_\_

Name of Reconciler for the Account: \_\_\_\_\_

Accounts Reviewed: *(Complete Non-Monetary Asset Inventory Table on Back of this Form for Owned Equipment, Supplies & Materials)*  
Items Reviewed: Check all that were used for this review/audit!

Type of Account	Bank Name	Bank Address	Balance as of _____ (date)
Checking			
Savings			
Other			

- Bank Statements
- Meeting Minutes
- Deposits
- Other \_\_\_\_\_
- Receipts
- Checkbook Registry
- Record of Financial Transactions/Ledger/Computer Accounting Record
- Treasurer's Reports
- Cancelled or Electronic Images of Checks

Findings: \_\_\_\_\_

Recommendations: \_\_\_\_\_

**Names and Signatures of Audit & Review Committee Members:  
Financial Review/Audit Presented to Club Membership or Committee:**

Meeting Date: \_\_\_\_\_ By Whom: \_\_\_\_\_

Print Name	Signature	Date	Title

Actions Taken by the Club or Committee Membership: \_\_\_\_\_

Updated 1/2024



