

Clark County 4-H _____ Club
Project Books Order Tracking Form

Use this form to help track 4-H Project Book Orders, money collected for books and receipt of books by members and their parent/legal guardians. Use completed form to fill out the Publication Order Form to submit to the Clark County Extension Office for your 4-H Club's Project Book Order. Place this completed form in your 4-H Club's Financial Binder. **Remember to collect 7.25% sales tax from your members.**

Member's Name	Project Books Ordered Write the Publication Numbers	Payment Method	Date Book Paid For	Check #	Amount	Signature of Person Receiving Book(s)	Date Book(s) Received
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