



Annual Review of 4-H Club or Group Funds

Official 4-H Club or Group Name: _____

A. 4-H Club or Group Account Name (s): _____

Is this the proper account name? Yes No (Check One)

If NO, how should the account name be changed?: _____

B. Employer ID Number (EIN): _____

Is this a verified EIN? Yes No (Check One)

If NO, what is being done to acquire a verified Employer ID Number (EIN)?

C. Whose signatures are on the account (s)? _____

Are these approved and acceptable signatures? Yes No (Check One)

If NO, what is being done to correct this?

D. Is there an annual budget for this account number? Yes No (Check One)

If NO, what should be done to prepare a budget?

E. Is there a current financial statement for this account? Yes No (Check One)

F. Has an updated list of tangible property (Assets) owned by 4-H Club/Group been provided?
 Yes No (Check One)

G. Are there standing financial rules and policies for this 4-H Club/Group outlined in the Bylaws?
 Yes No (Check One)

If NO, what should be done to prepare financial rules and policies?

Today Date: _____

Reviewer's Signature: _____