



Maryland 4-H Club/Affiliated Partner Annual Financial Report

INSTRUCTIONS: Complete all sections of this form and attach supplemental forms and documents as required. This form must be signed by both Organizational Club Leaders and verified by the county/city 4-H Educator or designated 4-H faculty/staff member.

Name of 4-H Club/Affiliated Partner:			
County/City 4-H Program:		Club/Affiliated Partner's EIN:	
Financial Year: <i>July 1 – June 30</i>		Due to local 4-H Office by:	

Bank Account Information

4-H Clubs/Affiliated Partners are authorized to have no more than ONE checking account and ONE savings account unless approved by the Maryland State 4-H Office in writing.

	Beginning Balance (July 1)	Total Income	Total Expenses	Ending Balance (June 30)
Bank Name				
Account Type				
Account Number				
Debit Card linked to this account? <input type="radio"/> Yes <input type="radio"/> No				
Authorized Signers*				
Bank Name				
Account Type				
Account Number				
Debit Card linked to this account? <input type="radio"/> Yes <input type="radio"/> No				
Authorized Signers*				
Total 4-H Club/Affiliated Partner Funds				

* Only certified UME 4-H Volunteers who are enrolled as Leaders for this club may be club account signatories.

Online Payment Service Account Information (If Applicable)

4-H Clubs/Authorized Partners are authorized to have no more than ONE nonprofit client digital payment account (Paypal, Venmo, etc.).

Platform/Company _____	Linked club email _____
Account Number _____	Authorized User _____



Tax Filing (IRS Form 990)

Please attach copies of the below listed documents to this form.

- A copy of the IRS filing (Note: You must click on the word “Print” in blue on the IRS confirmation webpage after the filing is completed. You cannot reprint the filing after you close the webpage.)
- Confirmation Page/Proof of acceptance of the filing by the IRS.

Comments (if applicable): _____

City/County 4-H Office will file on behalf of the 4-H Club/Affiliated Partner.

Club/Affiliated Partner Property

Check the appropriate statement(s):

- This 4-H Club/Affiliated Partner has no accountable durable* property to report.
- This 4-H Club/Affiliated Partner owns and maintains accountable durable* property. Please see Schedule A attached hereto and made a part hereof. By signing below, the property inventory listed on Schedule A attached hereto is true and complete to the best of our knowledge. We have accounted for and/or verified the location of all items listed on Schedule A. Documentation of ownership and/or disposal of listed items is maintained in the Club/Affiliated Partner records.

***Durable property is an item that has a continuing use, is not consumed in use, is of a durable (lasting) nature with an expected life of one or more years, and is valued at \$25 or more.**

CERTIFICATION

This annual financial summary and attachments are true and complete to the best of our knowledge. Transaction ledgers, receipts, bank/account statements, and other supporting documents are recorded in the club/Affiliated Partner Treasurer’s book. The signatures below certify we have reviewed this club’s/Affiliated Partner’s financial records and prepared this report based on the review.

_____	_____	_____
Club Leader – Printed Name	Club Leader - Signature	Date
_____	_____	_____
Club Leader – Printed Name	Club Leader - Signature	Date

4-H Program Review

Reviewed & accepted by:

_____	_____	_____
4-H Faculty/Staff Member– Printed Name	4-H Faculty/Staff Member - Signature	Date

