

Shelby County 4-H Club Treasurer Book

The following items should be in your club treasurer book, which will be turned in to the Extension office in September, at the end of the 4-H year.

1. Tab divider: partnership agreement
2. Tab divider: yearly budget
3. Tab divider for each month:
 - a. Monthly treasurer's worksheet
 - b. Deposit slips
 - c. Voucher requests along with copies of receipts
 - d. Monthly financial statement from the Extension office
4. Tab divider: fundraising requests
5. Tab divider: annual financial report