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| **4-H MONTHLY REPORT FORM** |   |   |
|  |  |  |  |
| **CLUB NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |  | **OPENING BALANCE** |
| **LOCATION\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |  |  |
| **MONTH \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |  |  |
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| **INCOME (SOURCE, USE, PURPOSE)** |  | **ACTUAL** |
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|  |  | **TOTAL INCOME** |  |
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| **EXPENSES (DESCRIBE)** |  |  | **ACTUAL** |
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|  |  | **TOTAL EXPENSES** |  |
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|  |  | **TOTAL CLOSING BALANCE** |  |
| **Note: Keep the following with this report:** |   |
| \*Bank statements |  |   |
| \*Receipts for income |  |   |
| \*Canceled and voided checks |  |   |
| \*Expenses for each month |  |   |
| \*Statement of cash collections |   |