Annual 4-H Club Inventory Form

To be submitted to the Extension Office (with the Annual Summary Financial Report) by November 1st.

Club Name: _____ Date Submitted: _____

Item/Description	Date Purchased	Purchase Price	Where Item is Currently Kept	If disposed (list date)	Amount Received

I certify that the above inventory list is complete and accurate to the best of my knowledge.

_____ _____
Organizational Leader Date

Received by:

_____ _____
Extension Educator Date

Club Notice:
If a club or committee becomes inactive, all inventory items and funds are required to be turned into the Extension Office. All assets will be placed with UI Extension for up to three years. If the club or group is re-activated within that time period, all assets will be returned. If there is no re-activation with the three-year period, all assets become the property of the UI County Extension Office to be distributed at the discretion of the authorized Extension personnel.