

Sample 4-H Club/Group Checkbook Ledger

AD - Automatic Deposit • AP - Automatic Payment • ATM - Cash Withdrawal • DC - Debit Card • FT - Funds Transfer • SC - Service Charge • TD - Tax Deductible							
NUMBER OR CODE	DATE	TRANSACTION DESCRIPTION	PAYMENT, FEE, WITHDRAWAL (-)		DEPOSIT, CREDIT (+)	\$ BALANCE	
Sample Club Ledger							
		Starting Balance on July 1, 2012				100	00
						10	00
1001	7/5	Sue Smith Exp - Supplies Club Fair Bth	10 00		(Educ. Exp)	90	00
	7/31	Interest Earned	(Interest)	✓	10	90	10
	8/1	Interest Earned	(Interest)	✓	05	90	15
						46	00
	9/2	Deposit - Club Booth Prem. of \$46 and \$30 in mbr dues (Receipts 1-16)	(Mbr Dues and Rents)	✓	46 00	136	15
	9/30	Interest	(Interest)	✓	10	136	25
	10/31	Interest	(Interest)	✓	10	136	35
1002	11/5	Sue Smith Exp - Supplies for O'Tannenbaum Tru	49 00		(Fund Rais)	49	00
						87	35
	11/30	Interest	(Interest)	✓	10	87	45
	12/8	Deposit - O'Tannenbaum of \$50 and \$100 in mbr dues (Receipts 17-48)	(Fund Rais and Mbr Dues)	✓	150 00	150	00
						237	45

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NUMBER OR CODE	DATE	TRANSACTION DESCRIPTION	PAYMENT, FEE, WITHDRAWAL ()	✓	DEPOSIT, CREDIT ()	\$ BALANCE	
	12/31	Interest		✓	(Interest) 15	237	45
							15
1003	1/31	Lincoln Co. Y-H Ldrs. Assoc. Exp. - Ltrature for Club Mths	75 00	✓	(Educ Exp) 20	237	60
						75	00
	1/20	Deposit - Ltrature Mngg from Mths. of \$20	(Income from YH Service)		20 00	162	60
		(Receipts #49-59)				20	00
						182	60
	1/31	Interest	(Interest)	✓	15		15
						182	75
1004	2/8	Bowling Exp. - Club Bowling Event	65 00	✓	(Rec. Exp)	65	00
						117	75
	2/28	Interest	(Interest)	✓	10		10
						117	85
	3/31	Interest	(Interest)	✓	10		10
						117	95
1005	4/19	Lincoln Co. Y-H Ldrs. Assoc. Exp. - Mbr/Ldr. Insurance	15 50	✓	(Dues Pd to Ldr.)	15	50
						102	45
	4/30	Interest	(Interest)	✓	10		10
						102	55
	5/31	Interest	(Interest)	✓	10		10
						102	65
1006	6/28	Lincoln Co. Y-H Ldrs. Assoc. Exp. - Camp Reg. - Club Portion for J. Smith and B. Roe	20 00	✓	(Educ Exp) 20	20	00
			Note: (Closed Bk in July 2013)			82	65

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NUMBER OR CODE	DATE	TRANSACTION DESCRIPTION	PAYMENT, FEE, WITHDRAWAL (-)	✓	DEPOSIT, CREDIT (+)	\$	BALANCE		
	6/30	Interest	(Interest)	✓		05	82	65	
								65	
1007	7/3	John Doe Exp. - Supplies for Club Fair 8/29	12 00	✓	(Educ. Exp)		82	70	
							12	00	
	7/31	Interest	(Interest)	✓		05	70	70	
								05	
	8/2	Deposit - Refund of Club Budget for Camp of \$10 and for club members in Dayton and St. Paul (Receipt # 60 and 61)	(Income from Y.O. and Fine Receipts)	✓	2 10	00	70	75	
							2 10	00	
							2 80	75	
	8/31	Interest	(Interest)	✓		20		20	
	9/3	Deposit - Club Budget Payers of \$16 and \$45 from members (Receipt # 62 - 74)	(Donation and Mbr. Dues)	✓	6 1	00	2 80	95	
							6 1	00	
							3 4 1	95	
	9/30	Interest	(Interest)	✓		25		25	
1008	10/5	Bus Company Exp. - Bus for Club Fair & Trip to Museum	150 00	✓	(Educ. Exp)		3 4 2	20	
							1 5 0	00	
							1 9 2	20	
	10/21	Deposit - Mbr payment towards trip to museum of \$75 and mbr dues of \$50 (Receipts # 75 - 110)	(Income from Y.O. and Mbr. Dues)	✓	1 2 5	00	1 2 5	00	
							3 1 7	20	

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NUMBER OR CODE	DATE	TRANSACTION DESCRIPTION	PAYMENT, FEE, WITHDRAWAL (-)	✓	DEPOSIT, CREDIT (+)	\$	BALANCE		
	10/31	Interest	(Interest)	✓		30	317	20	
								30	
1009	11/2	Lincoln Co. 4-H Ldr Assoc. Exp - Budget payment from full collection from club members	50 00	✓	(Other/Buss Thrn)		317	50	
							50	00	
							267	20	
	11/3	Deposit - money for Budget collected & Pd to Assoc. of \$50 and Mon Amts of \$50 (Receipt # 114 - 145)		✓	(Other/Person Thrn and Mon Rem)	100 00	100	00	
							367	20	
	11/30	Interest	(Interest)	✓		10	367	10	
							367	20	
	12/12	Add \$10 back into balance in Ct #1001 issued on 7/5/12 which was lost and never cleared bank					10	00	
							377	20	
1010	12/12	Smc Smith Exp - Re-issuance of Ct 1001 for Club Fair Booth supplies	10 00		(Educ Exp)		10	00	
							367	20	