

Annual 4-H Club Inventory Form

For non-consumable items over \$50

To be submitted to the Extension Office by August 31

Club Name: _____

Date Submitted: _____

| Item/Description | Was item Donated or Purchased | Date purchased or donated | Purchase Price/ Donation Value | Location where item is currently kept | If disposed, list date | Quantity purchased/ donated |
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I certify that the above inventory list is complete
and accurate to the best of my knowledge.

Club Leader

Date

Received by:

Extension Agent

Date

Club notice: If a club or team becomes inactive, all inventory items are required to be turned into the 4-H Office. All assets will be placed with the Brevard County 4-H program for up to two years. If the club or team is reactivated within that time, all assets will be returned. If there is no reactivation within the two-year period, all assets become the property of the Brevard County Extension Office to be distributed at the discretion of the authorized Extension personnel.