



Club Name

County of Club or Council

Club Delivery Mode

of 4-H

Primary Volunteer Leader

Assistant Leader (if applicable)

Address Line 1 (Primary Leader)

Phone Number of Primary Leader

Address line 2

Email Address (Primary Leader)

City

State

Zip Code

Meeting Location

Meeting Date and Time

Complete Address of Meeting Location

Comments

If your new group has officers, do you need a New 4-H Club Kit ?

Yes No

New 4-H Club/Group Kit Includes:

- Wooden Gavel
- Sounding Block
- 4-H Pledge Poster
- 4-H and US Tabletop Flag Set

To Whom and Where Should the Kit be Mailed?

New 4-H Clubs: Please Stop Here

4-H Councils and renewing Clubs, please complete the remainder of the form



4-H Councils and Renewing Clubs: Please review and place a check by the appropriate response		
Yes	No	Please check appropriately the status of each of the following
		Our 4-H Club/Council agrees to follow and abide by all National and Missouri 4-H policies and procedures.
		Our 4-H Club/Council has provided our County 4-H Office with a copy of our 4-H club/council/group constitution and bylaws.
		Our 4-H Club/Council is open and welcoming to all and any youth eligible for 4-H membership.
<p>The remainder applies to 4-H Clubs/Councils/Groups with annual income and expenses in excess of \$50. * Any MU Extension group that raises funds must have an authorized checking/bank account opened with an IRS EIN (Employer Identification Number) for accounts of \$50 or more</p>		
		The 4-H group has a bank account* with two unrelated signers listed on the account.
		Submitted a copy of the Missouri 4-H Annual Financial Report Y672D to the County 4-H Office
		Submitted a copy of the Annual 4-H Audit Report Y672E to the County 4-H Office
		COUNCILS ONLY: Submitted copies of bank statements from September and October of the current year

Name of Signer #1 (Youth or Adult)

Name of Signer #2 (Must be an Adult)

Name of Signer #4 (if applicable)

Name of Signer #4 (if applicable)

Name of Financial Institution

Phone # of Financial Institution

Address of Financial Institution, line 1

Address line 2

City, State, Zip

EIN (Employee Identification Number)

FOR COUNTY OFFICE USE				
Please select the recommended charter status	<input type="checkbox"/> APPROVED	<input type="checkbox"/> PROVISIONAL	<input type="checkbox"/> PROBATIONARY	<input type="checkbox"/> REVOKED
			<input type="checkbox"/> DISBANDED	
Does the 4-H Group have a Name and Emblem Request LG633 filed with the county office?		<input type="checkbox"/> YES	<input type="checkbox"/> NO they need to file	
4-H Staff Signature			Date	
4-H Faculty/Staff: Please remit the completed form to the State 4-H Office by Dec. 1 to Brandy Dickey				