



Utah 4-H Club Charter Request-Renewal Form

Utah State University is expected to maintain documentation on the issuance of 4-H Charters to 4-H clubs within the the State of Utah (7 CFR8). Charter 4-H clubs are 1. recognized and authorized to use the 4-H Name and Emblem and 2. agree to follow and abide by all Utah State University and Local 4-H policies, procedures, and other requirements.

New 4-H and existing 4-H clubs must have an active club profile in 4HOnLine. In addition, this form must to be completed annually by the club leader to verify current year participation. This form can be kept in the 4-H office or uploaded to the 4HOnLine club profile.

Name of Club:

Name of Club Leader:

Names of Additional Club Leaders:

Primary Club Meeting Location:

Address:

State:

Zip Code:

Type of request: *Charter Renewal* *Establishment of New Club*

Please verify the Utah 4-H Club Charter Requirements have been met.

All Adult leaders have been screened and approved through the Utah 4-H Volunteer Selection Process.

Our Club will have at least five youth members.

Our Club is made up of youth from at least three families.

Our Club plans to conduct a minimum of six regular club meetings per year.

→ *Our Club has officers.* **YES** **NO** → *Elected* *Selected* *Rotating*

Our Club agrees to follow national and state 4-H guidelines for the use of the 4-H name and emblem.

Our Club agrees to follow 4-H and Utah State University policies and procedures, including the policy on 4-H Club accounts and funds. caas.usu.edu/service-center/policies-procedures

I understand that if this club disbands during my leadership, all property and Club funds not deposited into a USU index shall be returned to the county extension office. If the club or group continues, it shall be turned over to the new club leader.

Club Leader Signature: _____

_____ (club name) is authorized to use the 4-H name and emblem in connection with its program and activities and is considered an official Utah 4-H club of Utah State University Extension.

4-H Staff Signatures: _____