Intent to Conduct 4-H Fund-Raising Activities

The policy of the Oregon 4-H program indicates that any individual or group soliciting funds, awards, merchandise, or selling materials, products, (commercial or 4-H member-made), or service in the name of 4-H shall do so only with the full knowledge and consent of the county Extension Service and the Extension Agent with 4-H responsibilities. All 4-H fund-raising should be done for a specific educational program or activity. Fund-raising for a club should be confined to the county or community in which you reside. Fund-raising should be reported to the county Extension office at least one week prior to the activity if it is expected to earn LESS than $500.00, and one month prior to the activity if it is expected to earn MORE than $500.00. Clubs should raise their funds through their own efforts. Appropriate fund-raising activities include: recycling of paper, cans or bottles, car washes, bake sales, or agreed-upon assessment of dues. For safety reasons, selling door-to-door is not encouraged. All methods used to solicit funds and/or awards must have the approval of the county Extension Service.

Please complete the following information and submit it to the County Extension Office according to the above deadlines.

CLUB NAME: ____________________________________________________

Name of Club Leader ______________________________________________

Phone (day) ________________ Address ______________________________

Phone (eve) ________________ City __________________ Zip ___________

Date of Fund-raising Event _________________________________________

Amount Expected to Raise___________________________________________

Fund-Raising Activity (include location and description):

Specific Purpose or Use for Funds Raised:

Signature of Leader:___________________________________________________

For Office Use Only:

Date Submitted:________________________

Approval Granted:    Yes ______   No _______  Date:__________________

Agent Signature ____________________________ Date: ______________

4-H Executive Council President Signature _________________  Date________

(If expected amount is greater than $500.00)

Revised 3/06