

Date Received: _____

Date Approved: _____

Clermont County 4-H Fundraising Request Form

Please complete this form **45 days** prior to your 4-H Club or Committee Fundraising Event. This form needs to be submitted to the OSU Extension Office for the 4-H Committee to review and approve. The committee meets on the second Monday of each month. Forms may be mailed, faxed, or emailed to: royalty.9@osu.edu.

Club or Committee Name: _____ **Date:** _____

Volunteer in Charge of Fundraiser: _____

Phone Number: _____ **Email:** _____

Type of Fundraiser Planned: _____
(Please attach additional pages as needed)

Date(s) of Fundraiser: _____ **Est. Income:** _____

Anticipated Use of Funds: _____

Describe how the 4-H Name and Emblem will be used: _____

Guidelines regarding emblem usage:

https://clermont.osu.edu/sites/clermont/files/imce/Program_Pages/4H/VolApps/Using%20the%204H%20Name%20and%20Emblem.pdf

We are serving / preparing food at this event. Yes _____ No _____

If yes, please list the adult volunteers that have received certificates in Occasional Quantity Cooks:

(Materials may be obtained through the Extension Office)

We have secured the appropriate health permit(s), if serving food. Yes No

We are using a facility that requires a signed contractual agreement, and I have submitted the contract to the Extension Office to secure appropriate approval. Yes No

(Note: You may not enter into contractual agreements (sign contracts) with any entity on behalf of The Ohio State University or the Ohio 4-H Program. Contracts must be submitted 45 days prior to event.)

Please attach a copy of the event flyer and/or any other materials or communication used to promote the event.

 Volunteer in Charge of Fundraiser Signature

 4-H Extension Staff Signature

 4-H Committee President

