

### **How to Apply for a 4-H Club Charter**

When the local club meets the four requirements listed below, the club secretary should be authorized to apply for a 4-H club charter with this blank. It should be filled out with the name of the club (exactly as it should appear on the charter), and signed by the secretary, the president, and the local leader. It should then be sent to the county 4-H office. The 4-H office will arrange for its presentation to the club.

Send a copy of the club program with this application.

A Club should receive a charter but once.

### **Requirements for a Charter**

1. The club must have a membership of five or more persons.
2. The club must have a local leader or adviser.
3. The members must organize as a club and elect officers.
4. The club must plan and adopt a program for the year.

### **How to Apply for a 4-H Club Seal of Achievement**

When the local club has met all of the requirements for the club year listed below, the club secretary should be authorized to apply for a 4-H seal of achievement to be placed on the club charter using this blank. The club name as given on the charter should be used, and the blank sent to the county 4-H office.

### **Requirements for a Seal of Achievement for the 4-H Club Charter**

1. The club must have held six or more regular meetings during the year, the secretary keeping the minutes in the record book furnished to the club.
2. Every member of the club must have been enrolled in the county 4-H office in at least one project.
3. The 4-H club must have put on an exhibit of its work to parents or others.
4. At least six out of every ten members at the club (60 percent) must have satisfactorily completed the year.

**Application for a 4-H Charter**

Having met the first four requirements for a standard 4-H club, the

.....  
(Name of club – please print)

respectfully requests that a 4-H club charter be granted.

Date..... 20..... Signed ..... Sec.  
(Name)

.....  
(Address)

Signed ..... Pres.  
(Name)

Signed .....  
(Local Leader) (Address)

.....  
(Address)

Approved .....  
(Cornell Cooperative Extension Educator, 4-H Youth Development)

County .....

If your club has not been chartered, fill out and send this application to the county 4-H office.

**Application for a 4-H Club Seal of Achievement**

Having met all the requirements for a standard 4-H club for the year beginning ..... 20 .....

and ending..... 20..... the .....  
(Name of club – please print)

respectfully requests that 4-H club seal of achievement be awarded, to be placed on its club charter.

Date ..... 20..... Signed ..... Sec.  
(Name)

.....  
(Address)

Signed ..... Pres.  
(Name)

Signed .....  
(Local Leader) (Address)

.....  
(Address)

Approved .....  
(Cornell Cooperative Extension Educator, 4-H Youth Development)

County .....