

University of Illinois Extension 4-H Fundraising Approval Form

Illinois 4-H clubs/groups should receive advance approval from the University of Illinois Extension Unit staff when planning or conducting a fundraiser. This will ensure that the club/group is operating within the policies and guidelines relating to the use of the 4-H name and emblem and fiscal policies of University of Illinois Extension. All money raised using the 4-H name and emblem must be used for 4-H educational programs and activities unless noted in advance that is money is being raised for another organization/agency. **Please complete and return this form to the University of Illinois Extension Office to be approved and placed on file at least two weeks before the 4-H fundraising activity is to be promoted and/or held. If the fundraiser requires a contract to be signed, this form MUST be turned in at least 30 business days before the event.** If you have a separate budget for this fundraising activity, please attach a copy to this form.

Club Name: _____

Type of Fundraising Activity: _____

Date of Activity: _____

Where will this activity be held? _____

Will adults be present at activity? _____ YES _____ NO

What is the current balance in the club/group checking account? _____

What is the current balance in the club/group savings account? _____

What will the money from this fundraiser be used for? _____

Will any of the money donated be given to charity? If so, what charity?

How much money do you expect to raise during this fundraising effort?

Club Account/Financial Institution _____

Club EIN: _____

4-H Leader Signature _____ Date: _____

Extension Staff Signature _____ Date: _____

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