

Ohio 4-H Charter Checklist

Due: January 31

4-H National Headquarters and Ohio 4-H Youth Development require that all clubs be chartered.

Please complete this checklist to determine whether your club has met the Ohio 4-H Club charter requirements. This checklist will be reviewed by your County 4-H Extension Professional. Chartered 4-H clubs are permitted to use the 4-H Name and Emblem according to the 4-H National Headquarters guidelines. Clubs that meet these minimum requirements will be granted/continue a charter. The charter checklist must be reviewed every year to assure the club's continued compliance with the 4-H Club criteria.

Name of 4-H Club _____ EIN #__ - ____ - ____ (9 digits)

Name of Organizational Advisor _____

Address of Organizational Advisor _____

Criteria – Advisor to mark (x) the appropriate box:	Requirements Met	Not Met
All of our Adult Club volunteers were approved through the Ohio 4-H Volunteer Selection Process.		
Our 4-H club has at least five youth members from three different families.		
The name of our 4-H club was approved through the County Extension office.		
Our club plans to conduct a minimum of six regular club meetings per year.		
Our club has a current constitution.		
Our club has elected officers.		
Our club agrees to provide a welcoming and safe environment for all club members.		
Our 4-H club plans a series of experiential learning experiences for club members.		
Our 4-H club agrees to follow all national, state and county 4-H policies and procedures.		
Our 4-H club agrees to follow the national and state 4-H guidelines for the use of the 4-H Name and Emblem.		
Our club agrees to follow national and state 4-H guidelines for fundraising.		



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COLLEGE OF FOOD, AGRICULTURAL,
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Our club agrees to maintain its own Taxpayer Identification Number (EIN/TIN) and complete IRS 990 filing by May 15 each tax year.		
Our 4-H Club will not participate in any political campaign or devote time to attempt to influence legislation.		
Our club agrees to submit a financial report at the end of each club program year.		
Upon dissolution of this club, we agree that any assets will be distributed for a tax exempt purpose.		
Additional Comments from Club Advisor(s): Advisor's Signature/Date		
Reviewer Comments: Extension Professional's Signature/Date	Circle One	
	Charter Granted	Charter Denied