

# Ohio 4-H Clubs

## advisors handbook

### 4-H Chartering Checklist for Your 4-H Club

**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 may be reviewed by your County 4-H Advisory Committee or the 4-H Extension Educator. Chartered 4-H clubs are permitted to use the trademark name "4-H" and the "4-H Clover Emblem" as defined in the Ohio 4-H Advisors Handbook.

Clubs that meet these minimum requirements will be granted a charter for a period of three years. Charters must be renewed every three years from the date of issue.

Name of 4-H Club \_\_\_\_\_ Date \_\_\_\_\_

Name of Advisor(s) completing this checklist \_\_\_\_\_

Criteria – Advisors to mark (x) the appropriate box:		We Met Requirements	We Need To Work On
All of our Adult Club volunteers were approved through the Ohio 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 4-H 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 Ohio 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.			
Additional Comments from Club Advisor(s):			
Reviewer Comments:		Circle One	
		Charter Granted	Charter Denied
<i>Office use</i>	New Charter issued on:	Renewal of charter will occur on:	

*Revised January 2010*