

4-H Club Enrollment Checklist

Club: _____ Date Received: _____ Staff Initials: _____

Club Leader: _____ Phone: _____

******* Please do NOT use old forms. *******

NEW CLUBS ONLY:

- Request for Official Approval to Establish a Michigan 4-H Youth Group (required - new clubs only)
- Group Exemption Authorization Form (required - new clubs only)
- 4-H Club Constitution (required - new clubs only)

RETURNING CLUBS ONLY:

- Annual Financial Summary for 2022-2023 (required)

ALL CLUBS:

- 2023-2024 Club Information Sheet (required)
- 2023-2024 Bylaws or Club Rules (required, submit when approved by club)
- 2023-2024 Civil Rights Compliance Statement (required)
- 2023-2024 Club Officer Information Sheet (required, submit when officers are elected)

NOTES:

IMPORTANT: Each member and screened volunteer must enroll/re-enroll online at <https://v2.4honline.com> AFTER September 15, 2023. Adult volunteers are asked log in to their MSU Extension Volunteer Central Profile (https://msu.samaritan.com/custom/502/volunteer_login) to update their contact information and emergency contact information. [tom/502/volunteer_home](https://msu.samaritan.com/custom/502/volunteer_home). There are no longer annual screening requirements in Volunteer Central. A Macomb County 4-H staff member will reach out to volunteers individually if action is needed.

