

Extension Waukesha County 4-H Fundraising Approval Form

Extension Waukesha County 4-H clubs/groups should receive advance approval from the Extension Waukesha County 4-H 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 Wisconsin - Division of 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 Extension Waukesha County 4-H 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 you have a separate budget for this fundraising activity, please attach a copy to this form. You may email, drop off or mail your completed form to:

Extension Waukesha County 515 West Moreland Boulevard, AC G22 Waukesha, WI 53188 or email to James at james.boling@wisc.edu.

Club Name: _____

Leader's Name submitting form: _____

Email address: _____

Type of Fundraising Activity: _____

Date of Activity: _____ Location: _____

Will adults be present at activity? ____ YES ____ NO

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? _____

4-H Leader Signature _____ Date: _____

Extension Staff Signature _____ Date: _____

_____ This event is approved. _____ This event is not approved.