Club Seal Application
4-H Year: __________

Due to Extension Office by September 22

Club: ______________________________________________________

President: __________________________________________________

Vice-President: ______________________________________________

Secretary: __________________________________________________

Treasurer: __________________________________________________

Reporter: ___________________________________________________

Recreation Leader: ___________________________________________

Song Leader: ________________________________________________

Historian: __________________________________________________

By signing this form, we verify that this information is correct.

______________________________      Date: _________
Club Leader

______________________________      Date: __________
Club Leader

______________________________      Date: __________
Club Leader

Please keep this sheet attached to the front of your seal application form!
4-H Club Summary Report

A charter and seals are provided as recognition for 4-H Clubs.

A charter signed by the State 4-H Leader, the Director of Extension and the president of Kansas State University, is given to a 4-H Club soon after the group is organized. This charter is kept as long as the club is in existence. When a 4-H Club disbands, the charter is to be taken to the County / District Extension Office. It will then be sent to the State 4-H Office. Any money remaining in a disbanded 4-H club’s treasury will be deposited into the District 4-H Council’s treasury.

A seal is awarded to a 4-H Club each participation year requirements for a seal are met. The seals, ranked in ascending order of difficulty, are: white, red, blue, and purple. Your 4-H Club may try for any seal without regard to the seals previously received. If a club does not meet all club requirements then a participation seal is awarded for that year.

As a requirement is met, place an “X” in the space provided and give the information requested. Check frequently throughout the year to avoid missing any requirements for the seal your club is working for.

Use the club officers or a committee of 4-H’ers to assist you checking the requirements during the year and to fill out the “4-H Club Summary Report” at the close of the 4-H year.

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New Clubs Only--

Charter

_____ Enroll five or more 4-H members between ages 7 and 19 in the club.

_____ Have adult Organizational Leader(s) and Volunteers who have current on Registered Volunteer status.

_____ Organize a club with the following officers: President, Vice-President, Secretary, Treasurer (or secretary-treasurer).

_____ Prepare a tentative program for the remaining months in the 4-H year after organization.

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Annual Club Requirements

Six basic requirements out of the following seven must be met before considering additional requirements for seals. Check those chosen.

A. Conduct at least 10 regular business monthly meetings.

B. Prepare a tentative program for each month in the 4-H year and provide a copy for each family represented in club and one for the Extension Office.

C. 4-H members exhibiting at the County Fair.

   Number of 4-H members ________  Number of exhibits _____________

D. Have an official representative at a majority of 4-H Council meetings (official representatives include four elected / appointed 4-H members, two alternates, and two Organizational Leaders).

   Dates/Representative(s)_________________________________________

E. 50% of club membership completed and turned in record books or Project Record Forms to Organizational Leader(s).

   Membership as of September 1, current year ____ Books completed ______

F. Have a 4-H promotion activity such as a banner, window display, community display, etc.

   Date __________________  Location ______________________

G. Complete the Secretary’s Record Book and Treasurer’s Book as soon as possible and turn them in with record books. The leader will take or send the Secretary, Treasurer and Reporter notebooks to the Extension Office
Club Seal Key:

- **Participation:** Any club that submits the Club Summary and does not complete the requirements for the seals mentioned below.

The seals below must have 6 of the 7 requirements A thru G of the “Annual Club Requirements” Section plus:

- **White:** Complete 5 requirements from numbers 1 thru 45 under “Additional Club Requirements.”
- **Red:** Complete 8 requirements from numbers 1 thru 45 under “Additional Club Requirements.”
- **Blue:** Complete 15 requirements from numbers 1 thru 45 under “Additional Club Requirements.”
- **Purple:** Complete 23 requirements from numbers 1 thru 45 under “Additional Club Requirements.”

**Additional Club Requirements**

1. Club recognizes 4-H Sponsors for their contributions.

   Sponsor ___________________________ When ___________________________ How ___________________________

2. Club participates in club project (describe project / activities). A club project could be, but not limited to, community service activities, something the club wants to learn more about, etc. It is something that the club does together as a group.

   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________

3. **50% of club membership** attend Club / County achievement event.

4. Have a second promotional activity displaying some phase of 4-H work. (not to duplicate “F” above.

   Date ___________________________ Location ___________________________

5. Club participates in a fair activity such as set-up, clean-up, building monitor, bake sale, etc. (does not include exhibits).

   Activity __________________________________________________________
6. **50% of club membership** participating in 4-H Council fundraising event(s).

   Fundraiser(s) ____________________________  # Participating __________

7. **25% or more of club membership** give presentations (excluding musical talent) at County 4-H Club Day.

   Event__________________________ Member(s)__________________________
   Event__________________________ Member(s)__________________________
   Event__________________________ Member(s)__________________________
   Event__________________________ Member(s)__________________________
   Event__________________________ Member(s)__________________________

8. Club participate in Model Meeting, Club Skit, Club Chorus Competition (does not include extemporaneous).

   Team / Member(s) __________________________

9. 4-H members provide leadership for fair; serving as superintendent or assistant.

   4-H Division __________________________  Name(s) ________________
   4-H Division __________________________  Name(s) ________________
   4-H Division __________________________  Name(s) ________________
   4-H Division __________________________  Name(s) ________________

10. Two or more new members enrolled for the club during the year. List:

    1. ____________________________  4. ____________________________
    2. ____________________________  5. ____________________________
    3. ____________________________  6. ____________________________

11. Club participates in a community service project (Youth Service Day, Food Bank, etc.—must be different activity if club project is community service—#2).

    Project _____________________________  Date ________________________

12. Conduct a club tour. Not to duplicate #2.  Date ________________________

   Revised 8/2021
13. Club conduct 4-H Sunday with Fellowship service or attend Church service.

   Describe activity ________________________________

14. Club contributed to the Cancer Fund, Heart Fund, March of Dimes, Salvation Army, or similar charitable organization.

   Date _______________________ Amount _____________________

15. 4-Hers participate in a club, county (Heart of Kansas 4-H Camp), or state camp, includes Discovery Days, Campference, Northwest Area Trip. List names:

   ___________________________  ___________________________
   ___________________________  ___________________________
   ___________________________  ___________________________

16. Club participate in an exchange activity with different 4-H Club during current 4-H year (meeting, party, etc).

   Date _____ Activity ______________________ Club _______________

17. Club contributed to Kansas 4-H Foundation.

   Date _____ Amount __________________________

18. **25% of club membership** enrolled in Leadership. Enrollment ________

19. 75% of club membership complete and turn in record books to Organizational Leader(s).

   Membership as of September 1 ___________ Books_____

20. At least one 4-H member serve as camp counselor for HOK 4-H Camp, Day Camp, 4-H Fun Day, or Discovery Days CREW Member.

   Camp _______________________ Member(s) ______________________

   Camp _______________________ Member(s) _______________________
21. Project Records (formally KAPs) completed for **20% of club membership total** (i.e.: 10 members = 2 Project Records).

Project Area  
Member(s)________________________

Project Area  
Member(s)________________________

Project Area  
Member(s)________________________

Project Area  
Member(s)________________________

22. Club Leadership have completed status in Volunteer Screening process. (Leaders listed on Midway District records as Club Leaders)

23. Club member(s) participate in non-competitive event.

Member(s)________________________ Event ______________________

24. Members or club participate in a County event. Not to duplicate #5.

Activity________________________

25. **25% or more of club members** participate in a County, Area or State Judging Contest or School (FCS, Livestock, Dairy, Horse, Horticulture, etc).

Contest/School  
Date  
Member(s)________________________

Contest/School  
Date  
Member(s)________________________

Contest/School  
Date  
Member(s)________________________

26. 4-H member(s) participate in out of County Invitational Show(s)/Contest(s). (dog, rabbit, horse, horticulture, etc.)

Contest  
Member(s)________________________

27. Member(s) present a 4-H promotional speech at another organization such as Lions Club, school, church, etc.

Organization  
Member(s)________________________

28. 4-H member(s) participate as an exchange delegate & host for mini or interstate exchange.

Member(s)________________________ Exchange____________________
29. Member(s) or Adult(s) serving on State Action Team Committee.

   Committee ______________________ Name _________________________

   Committee ______________________ Name _________________________

30. 4-H member(s) exhibiting at the Kansas State Fair.

   Project Area               Member(s)___________________________

   Project Area               Member(s)___________________________

   Project Area               Member(s)___________________________

31. Club member(s) named to State Judging Team, Quiz Bowl Team, or Skill-a-thon Team.

   Team____________________  Member(s)___________________________

32. 4-H Club member(s) attend Ambassador training, Kansas Youth Leadership Forum, Citizenship in Action, State Dog Conference, Horse Panorama or other State 4-H Youth Conference.

   Event____________________  Member(s)___________________________

   Event____________________  Member(s)___________________________

   Event____________________  Member(s)___________________________

33. 4-H member(s) attend Citizenship Washington Focus, Kansas City 4-H Global Summit, National 4-H Congress, National 4-H Conference, or other National 4-H Youth Conference.

   Event____________________  Member(s)___________________________

34. 4-H member(s) participate as a host or an exchange delegate for International exchange (LABO, IFYE).

   Member(s)________________________

35. Provide for the local paper or Extension newsletter at least one feature story promoting 4-H club work. (attach submitted story)

36. Eight or more news stories submitted to the local newspaper concerning regular club meetings. (check reporter’s book)
37. Have 4-Hers participate in the Kansas State Fair in ways other than exhibiting project work, including, but not limited to: demonstrations and illustrated talks; mini-style show; mini-talent show; judging contests; act as hosts, etc.

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38. Junior project leaders assist project leaders at two or more project meetings.

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39. Provide junior leader assistance at other county events such as club day, style revue, judging contests, county fair. Not to duplicate #9.

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40. Take an educational one-day trip or tour. Not to duplicate #2.

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41. Cooperate with Extension Agent or 4-H representative in organizing a new 4-H club or group.

42. Adult representative and/or junior leaders sent to assist with record book judging.

43. 4-Hers/leaders participated in one or more local events to promote 4-H.

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44. 4-Hers participate or worked at Regional 4-H Day.

45. Club members participate in two or more sections of the county 4-H day other than events that include entire club.

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