This checklist will help ensure that you get all needed paperwork to the 4-H office on time! And remember, call the 4-H office or email Jen if you have any questions.

**Due September 22 (these papers cover what you did in 4-H this PREVIOUS year, 2016-17):**

**MUST SUBMIT AT A MINIMUM:**

- 4-H Member’s Summary (including 4-H story) or Cloverbud Summary report*

**OPTIONAL (encouraged if applicable):**

- Achievement Night Awards (Steppingstones, Milestones, County Medals, Award Trips, Special Awards)
- Honor Club
- Leader’s Club Summary Report

*these papers are due by September 30th in order to qualify for 4-H awards at Achievement Night

**Due By December 31st**:  

- Enrollment Form
- Medical Release including Acknowledgement of Risk
- Code of Conduct
- Photo Release

**These are due to the 4-H office by the end of the calendar year or else you will be removed from enrollment and from the mailing list. Late enrollments will be accepted with an additional fee prior to April 1st but all youth must be re-enrolled in 4-H by April 1 to enter a project(s) (animal or exhibit hall) in the fair.**