

Request for Permission to Raise Funds in the Name of 4-H

Submit to the Cornell Cooperative Extension 4-H office at least 30 days prior to the proposed fund-raising date.

The _____ 4-H Club requests permission to contract with _____

 (name of company) for resale to raise money for: _____

_____ (purpose for raising money)
 Items to be sold: _____

Anticipated amount to be raised: \$ _____

Current balance in treasury: \$ _____

The proposed sale would take place from: _____ to _____

Location of sale: _____

We have planned these dates so they will not coincide with (nor detract from) a county-wide 4-H fund-raising effort.

Proposed printed materials to be distributed in connection with the sale are to be attached to this request form.

The current New York State sales tax _____% will be indicated to the consumer and collected on the retail price of each item sold.

Note: Sales tax must be collected on items sold at a shop, store, or booth, but not door to door.

Your signature below signifies that you have read and understand the guidelines attached and the above information is correct to the best of your knowledge.

Approved by: (Office Use Only)	Requested by:
_____ 4-H Program Leader Date	_____ Club President Date
	_____ 4-H Club Organizational Leader Date
	_____ Address
	_____ Phone

Results of the above fund raising should be reported to the 4-H office in the "Story of a 4-H Club Activities" section of the Secretary's Monthly Report or a separate written report.