**Spokane County 4-H CLUB-Specific By-Laws or GuidelINES & RELATED INFORMATION**

**(referred to as Club-Specific Bylaws hereafter)**

**Spokane County 4-H Program club specific bylaws** help todemonstrate understanding of equal access and the appropriate ways to limit enrollment in 4-H clubs, the Spokane County 4-H Program requires each 4-H club to complete a Spokane County 4-H General Club Specific Bylaws Statement annually.

This form is to be filed at the Spokane County 4-H Office by December 1st of each year. Changes in a 4-H Club’s bylaws are best completed between September 30th and December 1st each year, but may be changed any time by majority vote of the club. Changes must be submitted and approved by the 4-H Office. The terms of each 4-H Club’s specific bylaws will be reviewed and approved by Spokane County 4-H Staff. All clubs are obligated to observe their policies. Please return this statement with your other club renewal material to 222 N. Havana, Spokane, WA 99202-4799. If you have any questions, please contact any 4-H Staff person at 477-2160.

***🡺 A 4-H club consists of adult volunteers and at least 5 youth from 3 different families who are enrolled in that club.***

Date: \_\_\_\_\_\_\_\_\_\_\_ Name of Club: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person for New Members: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***4-H Clubs may limit their enrollment in only 4 ways:***

**1.** Projects in the club: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**2.** The maximum number of people in our club will be 4-H members OR 4-H families

**3.** We take new members all year. Yes No

**OR** ***No new members after*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Month / year)

**4**. The ages of youth in the club will be through **OR** We take all youth ages 5-19.

Our 4-H club meetings will be held at (address): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Our 4-H club has a bank account  no  yes – If “yes” the account is held at

Our 4-H club tax ID # (EIN) is

The money belonging to our 4-H club is handled by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Attach additional club specific bylaws or guidelines.*  OR**

**Verify that your club has no additional bylaws or guidelines (initial & date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)**