

## University of Wisconsin-Madison, Division Extension Waukesha County 4-H Fundraising Approval Form

Waukesha County 4-H clubs/groups should receive advance approval from the University of Wisconsin Extension 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 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 University of Wisconsin Waukesha County Extension 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:

UW Extension Waukesha County AC G22 515 W. Moreland Blvd. Waukesha, WI 53188 or  
[james.boling@wisc.edu](mailto: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: \_\_\_\_\_

