

# Steps to Enroll in 4-H 2009 - 2010

1. All re-enrollments are due on **February 1**. After this date the 2008-2009 enrollment list will be purged. Only 2009-2010 enrolled members and adult volunteers will receive 4-H mailings and be covered by insurance.
2. Each club is required to have an Annual 4-H Club Registration (the blue sheet) on file at the Extension Office.
3. **Enrollment forms have been changed again this year.** These forms are legal documents and signatures are required. **Please DO NOT use old enrollment forms.**
4. Each adult volunteer is required to return a completed and signed Adult Volunteer Enrollment form each year. Each resource volunteer with or without a club should return a completed Adult Volunteer Enrollment form to be covered by insurance and to get credit for years of service.

Note: All adult leaders should have also filled out a Leader Application and submitted a Background form for approval prior to participating as a club leader.

5. Each member is required to return a completed and signed Member Enrollment form each year for their first club. **New this year** – Each additional club will be added using the half sheet Member Enrollment Form for Additional Clubs which requires much less information.
6. The *Official 4-H Health Form* and *Code of Conduct* form are two separate documents. Please return the forms to the office and we can make a copy for your club records if you would like to have them on hand.
7. Fees are to be paid at the time of enrollment. **New this year** – The first club is \$10.00 and that covers the 4-H Participation Fee, insurance and club fee. Each additional club is \$1.00 club fee. Please make checks payable to **Hood River County 4-H Leaders Association**.
8. Publication fees are paid at the time publications are picked up. Please make checks payable to **OSU Extension**.
9. Members and adult volunteers are not officially enrolled until this year's enrollment form is returned and fees paid. Consequently, members and volunteers are not covered by insurance until they are re-enrolled.

If you have questions about the enrollment process, how to fill out the forms, or fees, please feel free to call the Extension office at 386-3343.