



Cass County 4-H Permanent Club File Checklist

Approved Club Name: _____

Charter Obtained (date): _____

Year of Organization if different from charter _____

EIN Obtained (date): _____ EIN # _____

Bank Account Established (date): _____

Bylaws & Constitution – Amendments

Year End Treasurer’s Report filed with local Extension Office:

2022	2023	2024	2025	2026
2027	2028	2029	2030	2031

e-Postcard Filed by May 15th of each year for prior year:

2022	2023	2024	2025	2026
2027	2028	2029	2030	2031

Group Exemption Authorization Form

List of all Youth Protection approved leaders for this club.

OPTIONAL: Nebraska 4-H Club of Excellence Summary Form (due October 15th)

2022	2023	2024	2025	2026
2027	2028	2029	2030	2031

