

## **Returning - Adult Leader & Youth Enrollment Instructions 2008-09**

You should have been given a green computer-printed form for each returning member and a yellow computer-printed form for each returning leader. ***These are for reference only.*** Please have leaders and members complete the blank yellow or green enrollment form behind their computer-printed form. Do not be concerned about the date of enrollment printed in the top right-hand corner. That date is meaningless.

### **• LEADERS**

#### **ENROLLMENT FORM - FRONT**

**Top Section:** Complete personal information. **It is important to include an email address so that you can receive all county communications.**

Check the box indicating how you want to receive the Solano Notes newsletter.

**Middle Section (Project Volunteer Information):** To enroll in projects, list the Club Name, Project Name, Years in Project (including this year), and check Leadership Role.

**Bottom Section:** All leaders must sign and date the bottom of the form.

#### **ENROLLMENT FORM - BACK**

##### **Confidential Form:**

- Complete the confidential form on the back of the enrollment form. Sign and date the bottom.

#### **WAIVER OF LIABILITY FORM:**

All leaders must read, complete, and sign the lilac *Waiver of Liability Form*.

#### **MEDICAL RELEASE FORM**

Please complete the attached Adult Medical Release Form (both sides).

Keep the cover page 1 and the blue *Code of Conduct* page 9

### **• MEMBERS**

#### **ENROLLMENT FORM**

**Top Section:** Complete personal information. **It is important to include an email address so that you can receive all county communications.** Note: Age on printout is age of member on December 2008. Year in 4-H, year in project and grade have been changed to reflect the upcoming year.

Check the box indicating how you want to receive the Solano Notes newsletter.

**Middle Section (Project Information):** To enroll in projects, list the Club Name, Project Name, and check Leadership Role.

**Bottom Section:** All members and a parent/guardian must sign and date the bottom of the form.

#### **WAIVER OF LIABILITY FORM:**

- Members must have a parent/guardian read, complete and sign the lilac *Waiver of Liability Form*.

#### **MEDICAL RELEASE FORM**

- Please complete the attached Youth Medical Release Form (both sides). Don't forget the date of your last tetanus shot (on the back). A parent or guardian must sign the form.

Keep the cover page 1 and the blue *Code of Conduct* page 8

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Return the completed forms along with the program fees by *(insert date)* to *(insert name of community leader)*.

Program fee for 2008-09 per Adult Leader is \$6.00 Program fee for 2008-09 per Youth Member is \$12.00 Checks can be made payable to: <i>(insert club name)</i>
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## **New - Adult Leader & Youth Enrollment Instructions 2008-09**

- **LEADERS** - a yellow *New Adult 4-H Paper Application Form*. Complete all the pages.

### **ENROLLMENT FORM - FRONT**

**Top Section:** Complete personal information. **It is important to include an email address so that you can receive all county communications.**

Check the box indicating how you want to receive the Solano Notes newsletter.

**Middle Section (Project Volunteer Information):** To enroll in projects, list the Club Name, Project Name, Years in Project (including this year), and check Leadership Role.

**Bottom Section:** All leaders must sign and date the bottom of the form.

### **ENROLLMENT FORM - BACK**

#### **Confidential Form:**

- Complete the confidential form on the back of the enrollment form. Sign and date the bottom.

### **WAIVER OF LIABILITY FORM:**

All leaders must also read and sign the lilac *Waiver of Liability Form*.

### **MEDICAL RELEASE FORM**

An *Adult Medical Release* form must also be completed annually.

Keep the cover page 1 and the blue *Code of Conduct* page 9

- **MEMBERS** - a green *New Youth 4-H Paper Application Form*. Complete all the pages.

### **ENROLLMENT FORM**

**Top Section:** Complete personal information. **It is important to include an email address so that you can receive all county communications.** Note: Age on printout is age of member on December 2008. Year in 4-H, year in project and grade have been changed to reflect the upcoming year.

Check the box indicating how you want to receive the Solano Notes newsletter.

**Middle Section (Project Information):** To enroll in projects, list the Club Name, Project Name, and check Leadership Role.

**Bottom Section:** All members and a parent/guardian must sign and date the bottom of the form.

### **WAIVER OF LIABILITY FORM:**

- Members must have a parent/guardian read, complete and sign the lilac *Waiver of Liability Form*.

### **MEDICAL RELEASE FORM**

- Please complete the attached Youth Medical Release Form (both sides). Don't forget the date of your last tetanus shot (on the back). A parent or guardian must sign the form.

Keep the cover page 1 and the blue *Code of Conduct* page 8

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Return the completed forms along with the program fees by (*insert date*) to (*insert name of community leader*).

Program fee for 2008-09 per Adult Leader is \$6.00 Program fee for 2008-09 per Youth Member is \$12.00 Checks can be made payable to: ( <i>insert club name</i> )
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