MEETING AND ACTIVITY SCHEDULE

Risk management at the University of Arizona states that all meetings and activities held by certified leaders must be on record at the extension office prior to actually taking place. To make this as manageable as possible for you and the office, we are asking that you list all meetings and activities (other than official county and state events) which you will conduct this 4-H year on this form. Changes and additions can easily be made by notifying the office at 669-9843 of faxing the change to us at 669-9763. Thanks for your cooperation.

Club/Project_____

Certified Leader in charge_____

Meeting/Activity Date	Time	Location

Agent Approval_____ Date_____

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