



**NORTHWEST MICHIGAN 4-H LIVESTOCK COUNCIL**

**REIMBURSEMENT FORM**

Available funds for reimbursement will be determined annually. Once funds have been exhausted for the year no more reimbursements will be issued. To be eligible for Reimbursement from the Northwest MI. 4-H Livestock Council you will be required to:

- Be a registered 4-H member, Leader, Specie Chair or Executive Officer.
- Complete this form & return to the Livestock Council Treasurer (Keri Bancroft) at a Livestock Council meeting or mail to Attn: Keri Bancroft -Treasurer P.O. Box 134 Grawn, MI 49637
- You are responsible for registering for the seminar/conference. Payment is due in FULL to the appropriate organization. You will then be reimbursed for the appropriate amount within 30 days of returning reimbursement form into the NWMI4-HLC Treasurer.
- **You are required to attach your seminar/conference receipt with this reimbursement form.**
- You are required to attend the educational event and responsible for any cancellation fees.
- Reimbursement Form must be turned into the Treasurer within 30 days of seminar/conference.
- A brief presentation is required of you to present at the Livestock Council meeting following the seminar/conference that was attended.
- 4-H member, Leader, Specie Chair are limited to two applications per year.
  - Educational events are sponsored by the **Paul & Frances Johnson Foundation**; Please send a Thank you note/letter with details on event to: P.O. Box 203 Benzonia, MI 49616-0203

**\*ONE FORM PER PERSON\***

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Mailing Address

City

Zip

Contact Phone \_\_\_\_\_ Club Name \_\_\_\_\_

2018 4-H Member \_\_\_\_\_ 2018 4-H Leader \_\_\_\_\_ 2018 Specie Chair \_\_\_\_\_

**SEMINAR/CONFERENCE INFORMATION**

Name of Session \_\_\_\_\_ Topic \_\_\_\_\_

Date of Session/ Attended \_\_\_\_\_ Location \_\_\_\_\_

Registration Fee \_\_\_\_\_ Addition Notes \_\_\_\_\_