



Name of the 4-H group:	
Reporter:	
Club:	Year:

Guidelines for the Saline County 4-H Reporters:

1. Submit one or more of the following documents: article, press release, event notification fliers, or social media post, by the 15th monthly. At the time of submission, Saline County Extension Office will sign this document or electronically document the submission.
 - a. In person at the Extension Center or by email to salineco@missouri.edu subject: 4-H Reporter Record (Club, Month, Year)
2. At the end of the year, please submit a completed Report Record and all verification of submission including but not limited to submitted documents, newspaper clippings, social media post, club event fliers or any other related club media relations.

Date	Items Submitted (add more lines, if needed)	Extension Verification
Example ex. 12 ex. 20	Building Stronger Communities with Service Learning Event Notification: Clover's Haunted Halloween Maze	<i>Taylor Bryant, RA-HYDS</i>
Sept.		
Oct.		
Nov.		
Dec.		
Jan.		
Feb.		
Mar.		
Apr.		
May		
June		
July		
Aug.		