

4-H Achievement Night Awards Program  
**CLUB REPRESENTATIVE DESIGNATION FORM**

The **Club Highlights** portion of Achievement Night is your club's time to share with all other clubs and members what you have been up to during the past year. Each 4-H Club will be given 5 minutes to use as they wish to highlight what they have done during the past year and recognize their members. A representative from each club, preferably an organizational or assistant leader, will be asked to come up on the stage. This person will then be handed a packet with all the Certificates of Participation and Pins of Completion for their club. They may then recognize their members however they wish. If the club wants to come up on stage and do a cheer or short skit that is fine. The leader may want to give an overview of a couple major projects the club did this past year and then hand out the certificates. The leader may simply call the names of their members and have them come up on stage and get their certificates and pins. Or, the leader may come up and accept the packet for the club, say a couple quick words, and then take the certificates back to hand out at the next club meeting. Whatever each club and its leaders choose to do with their 5 minutes is up to them. This is your time to highlight what you have done in the past year and recognize your members for all their hard work and accomplishments.

To help assist us in knowing who is going to be representing and recognizing your club during the Achievement Night Awards Program, please return the bottom portion of this sheet to the 4-H Office by Monday, October 25<sup>th</sup>, so that we may prepare the commentary. Thanks!

\*\*\*\*\*

**4-H CLUB REPRESENTATIVE**  
**for Club Highlights portion of Achievement Night Awards Program**

Club Name: \_\_\_\_\_

Representative: \_\_\_\_\_

*Please be sure that this volunteer or parent will be present and is aware that they will be asked to come up on stage to highlight what your club has done during the past year and recognize your members.*