



4-H Meeting Location Request Form



Name of Club: _____

Name of 4-H Leader: _____

Date of Request: _____ Date you are requesting space: _____

Please indicate what you will need the space for: _____

Time you will need the space from: _____ to _____ (please allow time for set up and break down)

Will you be having food at this meeting? (circle one) Yes No

Expected number of youth: _____

Expected number of adults: _____

Are there any special needs that your club has regarding a room? _____

Special Room Request

Although we cannot guarantee that you will get the space of your choice please indicate if there is a meeting location you would prefer.

___ Carmel Fire House

___ Clearpool Education Center

___ Guidepost

___ Mahopac Library

___ Patterson Community Center

___ Putnam Valley Library

___ Other _____