

April 21, 2011

Dear New Texas 4-H Council Member:

Congratulations on having been elected as an officer of your District 4-H Council and delegate to the Texas 4-H Council. During the next year you will be involved in many activities in which you will represent the Texas 4-H Program. This is a responsibility we know you will handle with great pride and careful planning.

Each time there is a way to participate in sharing your 4-H experience with other people, we hope you will be able to do so. Here are a few examples of the ways you might do this:

- Offer to speak at other 4-H clubs and service clubs in your county and district about 4-H programs;
- Be present during 4-H sponsored activities, such as livestock shows and contests to talk with participants;
- Keep in touch with your County Extension Agents and Extension 4-H Specialist about ways to participate in activities that will help develop your leadership and public speaking skills.

There are specific events, activities, and meetings that are required of the five (5) elected officers - President, 1st Vice President; 2nd Vice President; Secretary; Public Relations. However, to be fully engaged and to fulfill your responsibilities as a Texas 4-H Council member, you should make plans now to participate in the following five events. There are also other events and activities that you will be involved.

- **State Fair of Texas Honor Awards and planning meeting (September 30-October 2, 2011 – Dallas)**
 - 1 night lodging expense
- **Junior Leadership Retreat (November 11-13, 2011 – Texas 4-H Conference Center)**
 - registration cost at Center
- **January Planning Meeting (January 6-8, 2012 – Texas 4-H Conference Center)**
 - registration cost at Center
- **Texas 4-H Roundup (June 11-15, 2012 – Texas Tech University, Lubbock)**
 - registration, meals and lodging expense
- **Texas 4-H Congress (July 13-18, 2012 – Austin)**

Steps for travel arrangements to any activity:

Part of your learning experiences as a Council member will involve these responsibilities:

- ❶ Talk with your parents about how they want you to travel (car, bus, car pool, airplane). Council members are strongly encouraged not to drive their personal vehicle to events. You are encouraged to arrange travel with adult drivers.
 - Check and see if parents can bring you and possibly the other district delegates.
 - If you need help in making arrangements, talk with your county Extension agent.
- ❷ After your travel plans are made, notify us of your plans prior to each activity.
- ❸ Discuss with your county Extension agent well in advance of each activity the need to submit a written request to your school for authorization of absence.

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Special activities in which you will participate as a council member in your district will be arranged by your Extension 4-H Specialist.

Insurance:

Limited insurance is included for official Texas 4-H Council meetings and activities and is in effect from the time you arrive until the time you leave. For the insurance to be valid while traveling by personal vehicle to and from an activity, the insurance company requires that the vehicle be driven by an "approved and recognized Adult Leader." (An adult is defined as a person 21 years of age or older and an approved leader is someone who has been processed successfully through the Youth Protection Standards system).

Expenses:

For most Texas 4-H Council activities, we try to secure private funds to sponsor a portion of your travel or lodging expenses. This means you will need to pay the costs of meals, some lodging and travel, and other personal expenses.

Please review the attached information concerning your first activity as a 2011-2012 Texas 4-H Council member. We look forward to meeting and working with you at the Council Workshop and throughout the year.

Sincerely,

Montza Williams
Assistant Professor &
4-H and Youth Development Specialist
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Overton, Texas 75684
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Work Phone: 903-834-6191
Cell Phone: 903-539-7996
Secretary: Ms. Wanda Schrader

Charla Bading
Extension Program Specialist - 4-H
7887 US Hwy 87 N
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Work Phone: 325-653-4576
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Secretary: Ms. Rachel Vega

Attachments:

- ✓ Texas 4-H Council Member Agreement
- ✓ Texas 4-H Council Standing Rules
- ✓ Delegate Information
- ✓ Travel Verification Form
- ✓ Texas 4-H Council Training Medical Release Form
- ✓ Consequences of Misbehavior
- ✓ Waiver, Indemnification, and Medical Treatment Authorization Form
- ✓ Code of Conduct
- ✓ Tentative Council Dates

cc: Dr. Chris Boleman
DEA's and CED's

County Extension Agents Concerned
Extension 4-H Specialists Concerned

Texas 4-H Council

2011 - 2012 Tentative Dates

☞ that you need to know about and hold

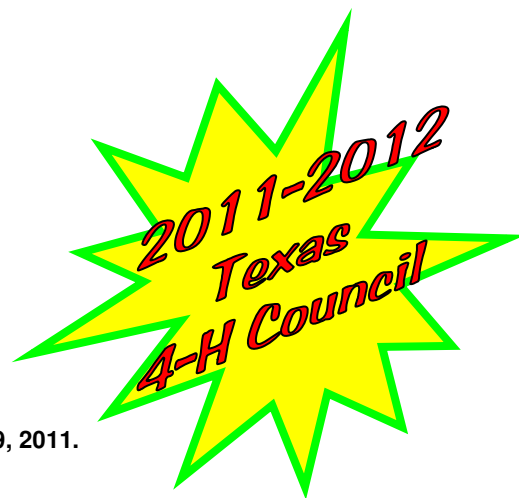
Date	Event	Location or Time
July 25 - 29, 2011	Texas 4-H Council Workshop	Texas Tech University Lubbock
September 30 - October 2, 2011	State Fair of Texas Leadership Recognition	Dallas
October 2, 2011	Planning/Leadership session	Dallas
October 11, 2011	State Fair of Texas Ag Awareness Day	Dallas
October 17, 2011	Centra; on-line meeting	7:30 - 9:00 p.m.
November 11 - 13, 2011	Junior Leadership Retreat	Texas 4-H Conference Center Brownwood
November 22, 2011	Centra; on-line meeting	7:30 - 9:00 p.m.
January 6 - 8, 2012	Planning/Leadership session	Texas 4-H Conference Center Brownwood
February 11, 2012	SALE Youth Leadership Day	San Antonio
February 23, 2012	Centra; on-line meeting	7:30 - 9:00 p.m.
March 6, 2012	HLS&R AG4U	Houston
March 26, 2012	Centra; on-line meeting	7:30 - 9:00 p.m.
April 17, 2012	Centra; on-line meeting	7:30 - 9:00 p.m.
May 10, 2012	Centra; on-line meeting	7:30 - 9:00 p.m.
June 11 - 15, 2012	Texas 4-H Roundup	Texas Tech University Lubbock
July 13 - 18, 2012	Texas 4-H Congress	Austin



Texas 4-H Council Membership Requirements

This internal communication document is to be provided annually to all Texas 4-H members in advance of district officer elections for representation on the Texas 4-H Council.

1. Texas 4-H Council membership is open to all youth, irrespective of race, color, disability, sex, religion, or national origin. Representation may consist of three delegates from each District 4-H Council selected at the District level according to state/district guidelines. One of the delegates should represent a minority population.
2. Council members must:
 - reach their 16th birthday and
 - must not have reached their 19th birthday on or before August 31st of the calendar year in which they are installed on the Texas 4-H Council.
3. Delegates shall be eligible to attain and hold membership on the Texas 4-H Council for only one year.
4. Texas 4-H Council membership only occurs after participation and completion of the entire Texas 4-H Council Workshop scheduled for **July 25-29, 2011 in Lubbock**. (\$250 approximate registration fee plus travel) **If an elected district delegate is unable to participate in the entire workshop, they forfeit their space on the Texas 4-H Council to another District delegate.** They will still retain their elected district office.
5. There are specific events/activities/meetings that are required of the (5) elected officers (President; 1st VP; 2nd VP; Secretary; Public Relations) and encouraged for all members:
 - State Fair of Texas Honor Awards (**September 30 –October 2, 2011 -Dallas**) -1 night lodging expense
 - Junior Leadership Retreat (**November 11-13, 2011 -TX 4-H Conference Center**) -registration cost at Center
 - January Planning Meeting (**January 6-8, 2012-TX 4-H Conference Center**) -registration cost at Center
 - Texas 4-H Roundup (**June 11-15, 2012 -Lubbock**) -registration, meals and lodging
 - Texas 4-H Congress (**July 13-18, 2012 –Austin**) -registration
6. **Officer Positions:**
 - Executive Committee**
 - President
 - First Vice-President
 - Second Vice-President
 - Secretary
 - Public Relations Officer
 - Appointed by Executive Committee**
 - Health and Safety Officer
 - Historian
7. **Officer Election Process:**
 - Officers shall be elected at the Texas 4-H Council Workshop **July 25-29, 2011**.
 - Officer campaigning is not allowed.
 - Nominations are by ballot.
 - A majority constitutes an election.
 - Candidates are given a topic and have two minutes to prepare their thoughts and speak before the group.



I have read and understand this document and a copy of the Texas 4-H Council Standing Rules.

4-H Member Signature

Date

County Extension Agent Signature

Date

Parent/Guardian Signature

Date

District 4-H Specialist Signature

Date

Code of Conduct

Texas 4-H Council

General Behavior

1. I am expected to attend all sessions that are part of the planned program for all activities. I will inform staff if I am not feeling well or have a schedule conflict.
2. I will dress appropriately to the occasion and adhere to any attire requirements stipulated for the event I am attending. 4-H members should be courteous, clean, and possess good manners.
3. Language must be controlled and appropriate for a 4-H member - no swearing.
4. Except for planned tours and outings, I will not leave an activity facility and time without permission of the chaperone and/or staff responsible for the event.
5. I will not smoke or use tobacco products at any 4-H program event.
6. I will not use alcohol, drugs (except those directed by a doctor), or be associated with or remain in the presence of others when they are being used.
7. I will not carry or threaten another person with a weapon, bodily force, or language.
8. I will respect the rights of privacy of those attending an activity and those with whom I may be rooming.
9. I will observe hours established by the staff and be in my room. No boys in girls rooms, no girls in boys rooms.
10. I will avoid unnecessary roughness to room furnishings, furniture, equipment, etc. Towels, ashtrays, etc., are not to be taken as souvenirs. Occupants of a room or conveyance are financially responsible for any damage or results of misconduct.
11. Any participant at an official 4-H activity who observes a breach of code of conduct has the responsibility and obligation to report the misbehavior to appropriate chaperones.
12. In the event that photographs, slides, web pages, and/or videotapes are made of the undersigned, I/we consent to the release of those photographs, slides, web pages, and/or videotape for use in promoting the Texas 4-H and Youth Development Program.

I have read the Code of Conduct and agree with the items listed and do intend to abide by it throughout my year on the Texas 4-H Council.

4-H Member Signature

County

District

Date

As the parent/guardian of _____, I have read the Code of Conduct and do support all points. I give permission to the professional Extension faculty in charge to carry out the Code of Conduct as described including inspection of rooms.

Parent or Guardian

Date

Texas 4-H and Youth Development Consequences of Misbehavior

Violators May Expect:

To have the opportunity to explain actions to the professional Extension staff in charge. Behavior that is disruptive to the event will be documented and a letter describing such will be sent to the District 4-H Leadership Team, County Extension Agent(s) and parents/guardians of those involved. Examples of offenses are as listed below, but not limited to:

Minor Offenses

1. *Habitually late to program activities*
2. *Not in room at designated time*
3. *Not possessing good manners and using language that is offensive to others*
4. *Not respecting the rights and privacy of those rooming with or attending an activity*
5. *Lying or untruthfulness to chaperones, leaders, event organizers or others in attendance*

Intermediate Offenses

1. *Inappropriate visitation*
2. *Leaving a 4-H activity without the permission of staff member(s) in charge*
3. *Intentional damage to meeting site, sleeping quarters, person, or other person's property*
4. *Bullying*

Major Offenses

1. *Smoking or using tobacco products*
2. *The use of alcohol or drugs*
3. *Carrying an unauthorized weapon*
4. *Threatening another person with a weapon or bodily harm*
5. *Cheating*
6. *Sexual activities*
7. *Theft of any kind*
8. *Acting in a manner considered by 4-H leadership to be harmful or potentially harmful to the health or well-being of themselves or others, whether such act occurred within, or outside of the 4-H program*

Consequences

- For every offense 4-H member will receive a verbal reprimand.
- For every offense the violator shall write letters of apology to the appropriate people.

Major Offenses

- Automatic removal from an event/activity and/or sending a participant home at the parent's/guardian's expense.
- One major offense during any 4-H year may lead to suspension of membership in all Texas 4-H and Youth Development programs for a defined period of time, along with the possibility of facing criminal charges, depending on offense. In addition, 4-H member may be asked to resign from all 4-H offices or leadership roles held or give up monetary awards or scholarships from the Texas 4-H program.
- May lead to Termination of 4-H Membership.

Intermediate Offenses

- One or two violations is grounds for removal from the event/activity and/or sending a participant home at the parent's/guardian's expense.
- Three violations during one calendar year is grounds for the 4-H member to not be allowed in any county, district or state activities for the remainder of the 4-H year. In addition, 4-H member may be asked to resign from all 4-H offices or leadership roles held or to give up monetary awards or scholarships from the Texas 4-H program.

Minor Offenses

- Consistent discipline problems requiring more than two reprimands is grounds for sending a 4-H member home at the parent's/guardian's expense.
- Habitual discipline problems requiring more than four reprimands during one calendar year is grounds for the 4-H member to not be allowed in any county, district or state activities for the remainder of the 4-H year. In addition 4-H member may be asked to resign from all 4-H offices or leadership roles held or to give up monetary awards or scholarships from the Texas 4-H program.

Course Of Action

Event managers responsible for 4-H events and activities are encouraged to communicate to 4-H participants and adult chaperones prior to the event a standard of acceptable behavior, via the Commitment to Excellence. Standards of behavior and consequences should be reviewed with participants as part of the initial orientation.

1. Event Manager obtains all the relevant facts.
2. Brief the on-site adult responsible for the youth delegate (Extension faculty member or 4-H volunteer).
3. If not on-site, but available via phone, brief the county Extension faculty member and District Extension Administrator responsible.
4. Review consequences of misbehavior. The following steps should be taken when sending a 4-H member home:
 - *Extension faculty member contacts parents.
 - *Parents advised that child is being sent home by safest, most direct means, and that parents are responsible for cost.
 - *Event manager decides if parents should be given the option of picking up the child.
 - *County Extension faculty member collects money from parent to pay transportation charges.
 - *Follow-up correspondence from event's manager to appropriate county Extension faculty member, District 4-H Leadership Team, child and parent for documentation.
5. For all reprimands a Summary Letter and Accident/Incident Report Form will be completed and mailed to the 4-H member, parent, County Extension Agents, District Extension Administrator, County Extension Directors (if applicable), 4-H Specialist, Texas 4-H Program Director and the Associate Directors for 4-H, Youth and Human Sciences and County Programs. Additionally, notification will be made to District 4-H Leadership Team prior to letter and form being mailed.

I have read the Texas 4-H Commitment to Excellence and understand what violators may expect. I agree with the Code of Conduct and do intend to abide by it throughout my 4-H activities. I have reviewed and understand the Consequences of Misbehavior.

4-H Member Signature

County

District

Date

As the parent or guardian of _____, I have read the commitment and do support all points. I give permission to the professional Extension faculty in charge to carry out the Code of Conduct as described including inspection of rooms.

Parent or Guardian

Date

2011 - 2012 Texas 4-H Council Workshop Delegate Information



2011-2012 Texas 4-H Council Training:

The 2011-2012 Texas 4-H Council Workshop is scheduled for July 25 - 29, 2011 at Texas Tech University in Lubbock, Texas. The workshop is for all 2011-2012 Texas 4-H Council delegates. This is a required training that delegates must attend to fulfill membership on the Texas 4-H Council.

Read information thoroughly!!!

The objectives of the workshop are:

- To strengthen the leadership skills of all Texas 4-H Council members;
- To provide members training in public speaking, leadership development, and public relations;
- To prepare members for leadership roles in conducting district and state 4-H activities; and
- To provide an opportunity for delegates to get acquainted and elect officers.

Participation:

Participation in the Texas 4-H Council Workshop is ***mandatory*** for council delegates. If an elected delegate cannot attend the workshop, an alternate from the district should be selected to fulfill Texas 4-H Council responsibilities and thus will become the district's recognized delegate on the Council. Delegates will be officially installed as members of the Texas 4-H Council upon completion of Council Workshop.

Expenses - Registration Fee:

Registration will be completed on 4-H Connect. All workshop participants will pay a registration fee of \$250.00. This fee is used to defray expenses for your Texas 4-H Council green blazers, gold name tags and insurance throughout the year. Do not bring the payment to the workshop. The registration fee must be paid directly to the Texas 4-H Foundation prior to the workshop. **If payment has not cleared the Texas 4-H Foundation by July 15, 2011, you will not be able to attend the workshop**, and therefore not able to serve on Texas 4-H Council. You will be responsible for meals and travel to and from the workshop.

Schedule:

A copy of the workshop schedule is attached. We are looking forward to working with you. And as you review the schedule you will note that we start early and each day's program is full. There is not a lot of free time which may be quite different from camps or leadership labs you may have attended.

Come prepared to work and participate to the fullest for your own benefit and personal development.

When you get to Lubbock, you will first check in at Arbor Inn and Suites, 5310 Englewood Avenue. This will be our evening headquarters and where we will be staying. ***Check in here first*** and we will move from there as a group. The Arbor Inn phone number is 806-722-2726.

We will officially begin at 2:00 pm, July 25th in the Animal and Food Sciences Building on the Texas Tech University campus. Our workshop will be over at 11:00 am on Friday July 29th.

Transportation:

We hope you will make arrangements to travel with another council member from your district and with an adult driver rather than traveling alone. Remember, the schedule will be full, the hours long, and you will be tired when Workshop is over.

Please return your travel verification form by July 15th to Montza Williams either by e-mail at ml-williams@tamu.edu or fax 903-834-6257. If we do not hear from you by July 15th, we will assume that you are not planning to participate.

For Council members that will fly into Lubbock, we will provide transportation between the airport and the hotel on Monday and Friday. We will be making two or three pick ups at the airport depending on what we learn from your travel forms. However, you must indicate your flight arrival and departure times on your travel form.

Dress Code:

Please bring nice casual clothes for most activities during Workshop. Ladies should bring a dress for the banquet while the men will want to bring a coat and tie. We will not be taking your official Council picture until we meet in Dallas so that you can be wearing your green jacket.

Community Service:

Come prepared with ideas that the Council can promote - and manage - throughout the State. We want to lead by example and service is a great opportunity.

Presentation Expectations:

All council members are expected to give a minimum of three 4-H presentations during the year. The workshop is designed to help you prepare for your presentations and for the many opportunities you have within your own district throughout the year.

It is imperative that you come to the workshop prepared. We will discuss the 4-H Program in Texas and you will also be using information from your specific county to prepare your speeches and to answer questions in the media workshop interviews. You need to do some preparation on your own before the workshop and should contact your county Extension agent to obtain the following information about your county.

- Total number of 4-H members; Number of girls; Numbers of boys
- Number of 4-H adult leaders: male and female
- Type of enrollment: club, school curriculum enrichment program, and special interest
- Name the five most popular projects in your county
- Service projects in which members are involved

Texas 4-H Council Name Tags and Blazers:

Name tags will be ordered following Workshop and presented to each of you in Dallas. Each of

you should make an effort to go to a clothing store and determine your jacket size for ordering your official Texas 4-H Council blazer. You will list sizes when registering on 4-H Connect.

What to Bring:

- ☐ “Can do” / “Get along” / “Make it Happen” attitude
- ☐ Pen/Pencil/Paper
- ☐ Texas 4-H Council Agreement Form
- ☐ Code of Conduct
- ☐ Consequences of Misbehavior
- ☐ Texas 4-H Council Standing Rules
- ☐ Waiver, Indemnification, and Medical Treatment Authorization Form
- ☐ Texas 4-H Council Training Medical Release Form

Contact Information at Texas Tech University:

In the event of an emergency and you cannot make contact with Charla or Montza, your parents can call Mrs. Kayla Rathmann with Texas Tech University at 806-742-2805 X 254. Make sure that your parents have this number as well as contact information for Charla and Montza.

If you have any questions or need additional information, let us hear from you. You may reach us at the contact information provided.

Montza Williams
Assistant Professor &
4-H and Youth Development Specialist
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Cell Phone: 210-416-3447
Secretary: Ms. Rachel Vega

We look forward to seeing each of you on July 25th !!!

PARTICIPANT NAME :

Texas 4-H Council Workshop

CAMP AND ENRICHMENT PROGRAM

WAIVER, INDEMNIFICATION, AND MEDICAL TREATMENT AUTHORIZATION FORM

1. EXCULPATORY CLAUSE. In consideration for receiving permission for my/my child's participation in any and all activities of **Texas 4-H Council Workshop** (herein referred to as "camp"), which is sponsored by **Texas AgriLife Extension Service, a member of The Texas A&M University System and its Texas 4-H and Youth Development Program**, (herein referred to as "sponsor"), I hereby release, waive, discharge, covenant not to sue, and agree to hold harmless for any and all purposes sponsor, The Texas A&M University System, the Board of Regents for the Texas A&M University System, Texas AgriLife Extension Service, Texas 4-H and Youth Development Program, Texas 4-H Youth Development Foundation, Texas A&M University, and their members, officers, servants, agents, volunteers, or employees (herein referred to as RELEASEES or INDEMNITEES) from any and all liabilities, claims, demands, injuries (including death), or damages, including court costs and attorney's fees and expenses, that may be sustained by me/my child while participating in such activity, while traveling to and from the activity, or while on the premises owned or leased by RELEASEES, **including injuries sustained as a result of the sole, joint, or concurrent negligence, negligence per se, statutory fault, or strict liability of RELEASEES**, I understand this waiver does not apply to injuries caused by intentional or grossly negligent conduct.

2. INDEMNITY CLAUSE, I am fully aware that there are inherent risks to my child, myself and others involved with participation in any and all activities at the Texas 4-H Council Workshop, and I choose to voluntarily participate/allow my child to participate in said activity with full knowledge that the activity may be hazardous to me, my child and my property, and to the person and property of others. I acknowledge there may be physically strenuous activities. I know of no medical reason why I/my child should not participate. **I agree to indemnify and hold harmless INDEMNITEES** from any and all liabilities, claims, demands, injuries (including death), or damages, including court costs and attorney's fees and expenses, which may occur to myself, my child, other participants, and third-persons as a result of my/my child's participation in said activity, **including injuries sustained as a result of the sole, joint, or concurrent negligence, negligence per se, statutory fault, or strict liability of INDEMNITEES**.

3. NO INSURANCE. I understand that RELEASEES may or may not maintain any insurance policy covering any circumstance arising from my/my child's participation in this activity or any event related to that participation. As such, I am aware that I should review my personal insurance coverage. Sponsor may not carry general liability insurance to cover claims arising from this activity so it seeks a waiver of claims as additional consideration for the right to participate so sponsor can (a) provide the activity at the lowest possible cost to participants; and (b) provide access to a greater number of participants by expending limited resources on program materials rather than on liability insurance.

4. BINDS HEIRS. It is my express intent that this agreement shall bind the members of my family and spouse, if I am alive, and my heirs, assigns and personal representatives, if I am deceased, and shall be governed by the laws of the State of Texas.

5. MEDICAL AUTHORIZATION, INDEMNITY FOR MEDICAL EXPENSES, and WAIVER. I understand RELEASEES cannot be expected to control all of the risks articulated in this form and RELEASEES may need to respond to accidents and potential emergency situations. Therefore, I hereby give my consent for any medical treatment that may be required, as determined by a medical professional at the medical facility, during my/my child's participation in this activity with the understanding that the cost of any such treatment will be my responsibility. I agree to indemnify and hold harmless INDEMNITIES for any costs incurred to treat me/my child, even if an INDEMNITEE has signed hospital documentation promising to pay for the treatment due to my inability to sign the documentation. I further agree to release, waive, discharge, covenant not to sue, and agree to hold harmless for any and all purposes, RELEASEES from any and all liabilities, claims, demands,

injuries (including death), or damages, including court costs and attorney's fees and expenses, that may be sustained by me/my child while receiving medical care or in deciding to seek medical care, including while traveling to and from a medical care facility, **including injuries sustained as a result of the sole, joint, or concurrent negligence, negligence per se, statutory fault, or strict liability of RELEASEES.** I understand this waiver does not apply to injuries caused by intentional or grossly negligent conduct.

6. VOLUNTARY SIGNATURE. In signing this agreement I acknowledge and represent that I have read it, understand it, and sign it voluntarily as my own free act and deed; sponsor has not made and I have not relied on any oral representations, statements, or inducements apart from the terms contained in this agreement. I execute this document for full, adequate and complete consideration fully intending to be bound by the same, now and in the future. I understand I can choose not to sign this document and free myself and my child from its terms and the associated risks of the activity by simply not participating in the activity and choosing some other activity available to me/my child that has a lower level of risk to myself/my child. I further understand this is a voluntary, extracurricular activity. While I understand alternative activities are available to me/my child that do not have the risks associated with this activity I still desire to voluntarily engage/permit my child to engage in this activity.

**SIGNING THIS DOCUMENT INVOLVES THE WAIVER OF VALUABLE LEGAL RIGHTS.
CONSULT YOUR ATTORNEY BEFORE SIGNING THIS DOCUMENT.**

SIGNED this _____ day of _____, 20____

Participant Signature: _____

Printed Name: _____

Participant's Date of Birth: _____

Parent or Legal Guardian Signature:
(If participant is under 18 years old) _____

Parent or Legal Guardian Printed Name:
(If participant is under 18 years old) _____

In case of emergency, contact _____

at the following number _____

If the participant has medical insurance, please indicate:

Insurance Company: _____

Policy Number: _____

Name of Primary Policy Holder: _____

Please list any special services your child may require: _____

Texas 4-H Council Workshop
HEALTH STATEMENT

Check one: _____ Youth _____ Adult _____ County _____
Event: _____ Event date(s): _____

The proposed activity provided by the Texas 4-H Council Workshop, requires participation in physical exercises, which are, by their nature, physically demanding. Many of the activities will challenge you, and cause surges in blood pressure and pulse rates. It is imperative that you are free of any heart related or other disease. Therefore, all participants must be free of medical or physical conditions which might create undue risks to themselves or any others who depend on them. If there is any doubt about your ability to safely participate in this experience, you should have a physical examination.

Section I. Participant Information

Name _____ Date of Birth _____ Age _____ Gender _____
Address _____ Name of Physician _____
City, State, Zip _____ Physician's Phone _____
Home Ph _____ Date of last physical exam _____

Section II. In the event of an Emergency, please contact:

Name _____ Home Ph _____
Address _____ Work Ph _____
City, State, Zip _____ Cell Ph _____

Section III. Health History (Check the appropriate answer and explain any YES responses.)

Have you had or do you currently have any heart problems (dates): _____ YES ☐ NO ☐
Do you frequently suffer from pains in your chest: _____ YES ☐ NO ☐
(NOTE: If you have any heart related problems you will need to have a physician's release.)
Do you often feel faint or have spells of severe dizziness: _____ YES ☐ NO ☐
Has a doctor ever told you that you might have high blood pressure: _____ YES ☐ NO ☐
Are you a smoker: _____ YES ☐ NO ☐
Do you have arthritis, joint, or back problems that can be aggravated by exercise: _____ YES ☐ NO ☐
Have you had any operations or serious injuries (dates): _____ YES ☐ NO ☐
Do you have any chronic recurring illness or communicable diseases: _____ YES ☐ NO ☐
Are there any activities to be limited/discouraged by a physician's advice: _____ YES ☐ NO ☐
Are you allergic to any medications, food or food ingredients, insects, or pollens: _____ YES ☐ NO ☐
Do you have Epilepsy: _____ YES ☐ NO ☐
Do you have Diabetes: _____ YES ☐ NO ☐
Do you have any prescribed meal plan or dietary restrictions (please describe) _____ YES ☐ NO ☐
Any other health related information for Center personnel to be aware of: _____

Section IV: Medications (ALL medications must be in ORIGINAL container with ORIGINAL LABEL.)

Are there prescribed medications currently being taken (please describe) _____ YES ☐ NO ☐

Please check "over the counter" medications which camp personnel may administer as necessary:

_____ Immodium _____ Pepto Bismol _____ Ibuprofen (Motrin) _____ Acetaminophen (Tylenol)
_____ Neosporin _____ Benadryl _____ Calamine/Caladryl _____ Any as needed

Section V. Insurance Information

Do you carry family medical/hospital insurance? YES ☐ NO ☐
Carrier: _____ Policy Number: _____

Signature of Participant: _____ Date: _____
(Or guardian if participant is under the age of 18)

Texas 4-H Council Training Medical Release Form

Name: _____ SSN: _____
(Last) (First) (Middle)

Notice: Although qualified medical personnel are available at State 4-H Council Training to provide necessary medical care, they cannot administer some forms of aid to minors without the consent of the person or his/her parent/guardian. The following must be completed, signed and brought to the camp. You will not be allowed to attend the camp without turning in a medical release form to camp personnel.

Insurance Company: _____
Group No. and/or Policy No.: _____
Policy Holder's Name: _____
Policy Holder's Social Security No.: _____
Primary Care Physician: _____
Contact Information: _____
Allergies or Medications: _____
Medications Currently Taking: _____

I understand and acknowledge that certain risks are inherent in the participation of State 4-H Council Training, and that personnel cannot control all of these risks. Risks may include but are not limited to, auto/bus accidents and recreational activities. I release and hold harmless Texas Tech University, its employees, including the Animal and Food Sciences Department, from all liabilities, claims, suits, and/or damages for injuries to any person or property growing out of my participation.

I hereby give my consent for any medical treatment that may be required during State 4-H Council Training. I agree that if I need medical treatment and go to the hospital, State 4-H Council Training have the permission to call my parent/guardian for information purposes. I also understand Texas Tech University insurance has accident coverage only, and does not cover any illness or pre-existing conditions. It is the responsibility of the participant or his/her parent/guardian to provide health insurance.

I also agree to abide by all rules and regulations set forth by State 4-H Council Training.

Sign: _____ Date: _____
(Participant)

Sign: _____ Date: _____
(Legal Guardian)

Note: Please understand that students will not be allowed to attend the State 4-H Council Training unless this Release Form is completed and brought with the student to registration. *Notice Concerning Your Information: The Texas Public Information Act, with a few exceptions, gives you the right to be informed about the information Texas Tech University collects about you. It also gives you the right to request a copy of that information and to have the university revise any information that is incorrect. You may request to receive this information by contacting the office processing such information.*

Travel Verification Form

Specific Event Name: _____

Please return ten (10) days prior to beginning of event to Montza Williams:

ml-williams@tamu.edu

Fax Number: 903-834-6257

Name: _____

District: _____ County: _____

I will be traveling:

_____ by car

_____ by airline

Please complete the following:

Who is bringing you?

Arrival

Airline: _____

Flight Number: _____

Time: _____

Who is picking you up?

Departure

Airline: _____

Flight Number: _____

Time: _____

_____ I will not be attending the event.

What time should we be expecting you? _____



Return ten days prior to the event:
Montza Williams

ml-williams@tamu.edu

Fax Number: 903-834-6257