Directions: Use this form for the dissolution of a 4-H VMO/unit. Submit the form to the State 4-H Office. County staff will also need to submit a copy of the template letter, “Updating IRS of 4-H VMO/Unit Dissolution” that they have sent to IRS, via certified mail.

|  |  |
| --- | --- |
| Name of 4-H VMO/Unit: |  |
| County:  |  |
| 4-H Unit Volunteer or Other Person in charge of VMO/Unit: |  |
| EIN #: |  |
| Date of Club Dissolution: |  |
| Date of Club Bank Account(s) Closure: |  |

4-H YDP Staff Approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (print name) (signature)

**State 4-H YDP Office Use Only**

 Received copy of letter sent to IRS: Date: \_\_\_\_\_ Staff Initials: \_\_\_\_\_

 Updates made to 4-H VMO/Unit EIN database: Date: \_\_\_\_\_\_ Staff Initials: \_\_\_\_\_

 Updates made to 4hOnline Enrollment System. Date: \_\_\_\_\_\_ Staff Initials: \_\_\_\_\_

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