

Dear Administrative Leader:

As a result of your club participating with the Leader's Council Auction, your club will receive 10% of the price that each item sells for that you collected for the auction. In order to facilitate your club receiving that stipend, please complete the information below. If your club has a checking or savings account, the check will automatically be made out to the club for you to deposit. If your stipend ends up being less than \$10.00, we prefer that you come to one of our meetings to receive the stipend in cash. We are making this request to reduce the number of small checks that were not cashed in the past, in hopes this will alleviate that.

Part "A"

CLUB NAME: _____

ADMINISTRATIVE LEADER: _____

If your club **DOES** have a savings or checking account, please skip part "B" and complete part "C".

If your club **DOES NOT** have a savings or checking account, please complete the information in the "Part B" area and then proceed to complete part "C".

Part "B"

Please make the check out to: _____

Address: _____

Part "C"

If your stipend is less than \$10.00 then: (Please check one)

_____ We will contact the Leaders' Council and attend a meeting to receive our stipend in cash.

_____ Because this amount is minimal, we would like to refuse the stipend and donate it back to the Leaders' Council to help in their endeavors.

Please turn this form in with your donated items or mail/ drop it off to the MSU Extension office.



**St. Clair County
MSU EXTENSION**

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