

This is to advise you that the [State or County Name] 4-H Youth Development Program is granting permission for use of the 4-H Name & Emblem in support of their program to [name of Vendor] to use the 4-H Name and/or Emblem for [duration of use – no more than five years] from [date]. Conditions of this permission are based on the information agreed upon and in other communications received.

The 4-H Name and Emblem are protected by federal statute. While public exposure is appropriate and beneficial to the 4-H Youth Development Program, the 4-H Emblem needs to be presented in its entirety and in its official form. Please be advised that National 4-H Headquarters at the United States Department of Agriculture reserves the right to review, inspect or withdraw authorization at any time for violations in the use of the 4-H Name and/or Emblem or variances to agreements reached involving the 4-H Name and Emblem.

The Official 4-H Emblem is a 4-leaf clover with an H in each leaf, the stem turned to the right. The Emblem may be two-dimensional (flat) or three dimensional (with shadows that show depth and perspective). Authorized users of the 4-H Emblem should take care to ensure they follow the official graphic standards as delineated by National 4-H Headquarters and that when they use the Emblem, they have done the following:

1. They have obtained the Official 4-H Emblem and are using it in its entirety
2. They do not “flip” the image to create a framed look. The stem on the 4-H Emblem *must* point to the right as you look at the image. Under no circumstances should the stem be changed to point to the left.
3. They are using the official colors of green, black, white or metallic gold.
4. They are familiar with resizing graphics through the software application being used, and do not distort or warp the dimensions of the Emblem

Please visit our National 4-H Headquarters web site at: <http://www.national4-hheadquarters.gov> for the official electronic version of the 4-H Emblem and a current copy of the graphic standards.

Sincerely,