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Member's Name Year 19.....

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School District No.....

Local Leader Club No.....

DOCUMENT
COLLECTION

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4-H Club Member's Record Book

(Kind of Livestock Project)



Oregon State System of Higher Education
Federal Cooperative Extension Service
Oregon State College
Corvallis

Club Series A-31

4-H Clubs

INSTRUCTIONS FOR KEEPING 4-H CLUB RECORDS

Each 4-H Club member is required to keep a business-like record covering the projects carried. It is *good business* to keep *complete and accurate records*. Such records are for you to know how you stand in dollars and cents on completing the year's work.

1. This record book is for all livestock projects.
2. Only one record book is required for each project, as Beef, Sheep, Hogs, or Dairy, etc.
3. Keep a record on all of the animals you own, not on just one or two. (For example, if your project is Sheep, keep a record on all of the sheep you personally own.)
4. Members owning breeding stock should keep records the year round.
5. Read carefully the instructions on each page. Be sure that you understand the record book and the method of keeping records.
6. You should keep your record up to date each month.
7. At the close of the year's work, see that your record book is completed with all blanks that apply to your project filled in accurately.
8. Your record book is a required part of your 4-H Exhibit. Turn it in to your club leader or County Extension Agent for checking and credit when making an exhibit and at the close of the year's work.
9. Your record book will be returned to you. Keep it for future reference and information. (You will need it.)
10. A record book is not complete unless "The Story of My 4-H Club Work" accompanies it. Read the instructions on page 8.

Kind of Project..... Date Record Started.....

Breed Pure-Bred or Grade.....

INVENTORY

When you start the year's work, fill the blanks showing "Stock on hand at beginning of year" and "Equipment on hand at beginning of year." Blanks under headings "Stock you own on hand at close of year" and "Equipment you own on hand at close of year" should be filled when you complete your year's work. Stock and equipment that you buy for this year's work should be entered on page 4.

INVENTORY OF STOCK

INVENTORY OF EQUIPMENT

Equipment you own on hand at beginning of year	Value	Equipment you own on hand at close of year	Value
	\$ _____		\$ _____
Total value of equipment	\$ _____	Total value of equipment	\$ _____

BREEDING AND BIRTH RECORD

Gestation periods: (average) Rabbit, 30 days. Sow, 112 days. Goat, 150 days. Ewe, 150 days. Cow, 283 days. Mare, 340 days.

In column "Date bred," for ewes, give date ram was turned with flock. Under "No. born," include both live and dead.

[illegible]

DEATH RECORD

This record should cover all loss of animals including those dead at birth.

[illegible]

MONTHLY EXPENSE RECORD

At the close of each month enter all expenses opposite the correct month and under the proper column headings. Animals, equipment, and feeds bought should be listed at what they actually cost. Charge farm prices for home-grown feeds. Consult your leader for value of pasture, milk, etc. The miscellaneous column is for any expenses not listed, including interest, taxes, etc.

Month	New capital outlay				Feed and other operating costs														
	Animals bought		Equipment bought		Concentrates				Roughage				Pasture and green feed		Milk		Miscellaneous		
					Grain		Other		Hay		Other								
	Kind	Value	Kind	Value	Pounds	Value	Pounds	Value	Pounds	Value	Pounds	Value	Kind	Value	Pounds	Value	Kind	Amount	Value
		1		2		3		4		5		6		7		8			9
Jan.		\$		\$		\$		\$		\$		\$		\$		\$			\$
Feb.																			
March																			
April																			
May																			
June																			
July																			
Aug.																			
Sept.																			
Oct.																			
Nov.																			
Dec.																			
Total		\$		\$		\$		\$		\$		\$		\$		\$			\$

MONTHLY RECEIPTS RECORD

At the close of each month enter all receipts (income) opposite the correct month and under the proper column headings.

Animals and animal products sold should be listed at what they actually brought.

Animal products used at home should be listed at market price, that is, what they would sell for at that time.

Month	Animals sold for				Animal products sold								Animal products used at home			
	Meat		Breeding		Milk		Butterfat		Wool and mohair		Miscellaneous					
	Pounds	Value	No.	Value	Pounds	Value	Pounds	Value	Pounds	Value	Kind	Amount	Value	Kind	Amount	Value
Jan.		\$ 1		\$ 2		\$ 3		\$ 4		\$ 5			\$ 6			\$ 7
Feb.																
March																
April																
May																
June																
July																
Aug.																
Sept.																
Oct.																
Nov.																
Dec.																
Animal products on hand at close of year*																
Total		\$		\$		\$		\$		\$			\$			\$

*Opposite "Animal products on hand at close of year," list wool, mohair, or miscellaneous products on hand from your stock. Value them at market price. When all items are entered, total the various columns.

The weights of your animals indicate the progress you are making. If possible, weigh them regularly each month.

Date weighed	Name, number, or description of animals				
	1	2	3	4	5
	pounds	pounds	pounds	pounds	pounds
Total pounds gain					
Days fed					
Gain per day					
Feed cost per pound gain					

At the close of the year totals from milk record sheets and monthly feed records should give information for this record.

[illegible]

Number of pure-bred registered animals you own.....(List all of them below)

Name of registry association.....

[illegible]

If additional space is required attach a sheet the same width as this.

FINANCIAL STATEMENT

Before starting on this page see that all of the blanks on pages 2, 3, 4, 5, and 6 that apply to your project are completely filled out and totaled. Fill in the Financial Statement and Summary completely.

Receipts

Total value of stock on hand at close of year (p. 2) - - - - - \$ _____
Total value of equipment on hand at close of year (p. 3) - - - - - \$ _____
Total value of animals sold (p. 5, columns 1 and 2) - - - - - \$ _____
Total value of products sold and on hand (p. 5, columns 3, 4, 5, 6) - - - - \$ _____
Total value of products used at home (p. 5, column 7) - - - - - \$ _____
Total receipts - - - - - \$ _____

Expenses

Total value of stock on hand at beginning of year (p. 2) - - - - - \$ _____
Total value of equipment on hand at beginning of year (p. 3) - - - - - \$ _____
Total value of new capital outlay (p. 4, columns 1 and 2) - - - - - \$ _____
Total value of feed and other operating costs (p. 4, columns 3 to 9) - - - \$ _____
Total expenses - - - - - \$ _____
Net gain or loss - - - - - \$ _____

Give your 4-H activities for this year:

Name club office held _____; Demonstration or judging team member,
kind _____

Local leader or assistant _____

Clubs you organized: No. _____ Kind _____

Fair exhibits made: Local _____ County _____ State _____

P.I.L.E. _____ Other _____

Prizes won _____

Attended 4-H summer school: Yes or No _____ How was scholarship provided _____

THE STORY OF MY 4-H CLUB WORK

1. Write a story telling your experiences in 4-H Club work this year.
2. If possible have a snapshot taken of you with your stock at the beginning of the year's work and again at the close.
3. Clip any items that appear in papers about your club or your work.
4. Clip pictures and items that interest you from your breed journal or other magazines.
5. Copy your story and paste the pictures and clippings neatly in your record book.
6. The story is part of your record book. Also remember that your record book is a *required part of your 4-H exhibit at all fairs.*

THE 4-H CLUB CREED

I believe in Boys' and Girls' 4-H Club work for the opportunity it gives me to become a useful citizen.

I believe in the training of my HEAD for the power it will give me to THINK, PLAN, and REASON.

I believe in the training of my HEART for the nobility it will give me to be KIND, SYMPATHETIC, and TRUE.

I believe in the training of my HANDS for the ability it will give me to be HELPFUL, SKILLFUL, and USEFUL.

I believe in the training of my HEALTH for the strength it will give me to ENJOY LIFE, RESIST DISEASE, and MAKE FOR EFFICIENCY.

I believe in the United States of America, in the State of Oregon, and in my responsibility for their development.

I am therefore willing to devote my efforts for the fulfillment of these things which I believe.

MAY BE DETACHED BY COUNTY EXTENSION AGENT AND FILED

SUMMARY

Name of project..... Date closed..... 19.....

No. animals on hand at beginning of year..... Breed

No. of animals on hand at close of year..... Breed

No. born..... No. bought..... No. sold and used..... No. died

Total receipts \$ Total expenses \$

Give your 4-H activities for this year:

Name club office held; Demonstration or
judging team member, kind.....

Local leader or assistant.....

Clubs you organized: No..... Kind.....

Fair exhibits made: Local..... County..... State

P.I.L.E. Other.....

Prizes won

Attended 4-H summer school: Yes or No..... How was scholarship provided.....

Cooperative Extension Work in Agriculture and Home Economics
Wm. A. Schoenfeld, Director
Oregon State College, United States Department of Agriculture, and State Department of
Education, Cooperating
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Member's Name Age.....

Parent's Name (in full)

Post Office County

Street or R.F.D. School Dist. No.....

Name of Club Community

Name of Local Leader

Years in 4-H Club work completed, including this year (1, 2, 3, 4, 5, 6, etc.)

Projects you plan on carrying next year.....