4-H

WASHINGTON STATE UNIVERSITY
EXTENSION

DATE: June 19, 2018

TO: Mason County 4-H General/Organizational Leaders (*Main Club Leaders)*

FROM: Kathy Fuller, Mason County 4-H Program Coordinator

RE: Mason County 4-H Record Book Checklist, **Due Monday, July 2, 2018** (Please note that the July 1 deadline has been extended due to office closure on July 1)

Attached you will find the Mason County Preliminary 4-H Record Book Checklist. The checklist, showing that the 4-H member's 4-H Record Book is up to date, **is due by Monday, July 2, 2018 to the WSU Extension Office by 4:00 p.m.** Leaders, you should begin checking your member's 4-H Record Books now, so that the members have time to get them up to date by July 3rd. **The checklist must be turned in by July 2, in order for 4-H members to participate in County 4-H activities *i.e. 4-H camps, shows and the Grays Harbor County Fair.*** All 4-H leaders can sign this checklist form. After July 2, 4-H Record Books can be called by the 4-H Record Book Committee for review, if there is a question regarding whether or not they are up to date. Additional forms can be picked up at the Extension Office, online, or photocopies can be made by leaders.

Only the checklist is turned in, **not** the 4-H Record Book. 4-H Record Books are due October 1, 2018 for 4-H year pins and 4-H project medals. **4-H members wishing to enter their 4-H Record Books in the Grays Harbor County Fair will turn them in at the Grays Harbor Fairgrounds 4-H Still Life Building on Sunday, August 5 between 1pm-6pm.** There is **no** State Fair Exhibit for 4-H Record Books.

4-H Record Book materials should be ordered through EM2778 4-H Projects & Publications books, materials can also be photo copied. Record Book materials are also available on the 4-H web site https://pubs.wsu.edu/ListItems.aspx?CategoryID=276. Please contact Kathy Fuller in the 4-H Office at (360) 427-9670 Ext. 681 if you have any questions.

Kathy Fuller
WSU/Mason County Extension
4-H Program Coordinator

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Cooperating agencies: Washington State University, U.S. Department of Agriculture, and Washington counties. Extension programs and employment are available to all without discrimination. Evidence of noncompliance may be reported through your local Extension office.

MASON COUNTY PRELIMINARY 4-H RECORD BOOK CHECKLIST

Member Name:_____Club:_____

Circle one: Junior *(Age 8-10)* Intermediate *(Age 11-13)* Senior *(Age 14-18) Age based on 10-1-2017*
(Primaries *(Age 5-7)* are not required to submit a record book)

This document will qualify member to participate in county activities (Grays Harbor Fair, 4-H camp, etc.) and out-of-county activities such as State 4-H Fair ***IF THE RECORD BOOK IS DEEMED UP-TO-DATE BY LEADER.*** This completed form must be submitted to the 4-H Extension Office by 4:00 p.m. no later than **Monday, July 2, 2018. (**Normal July 1 deadline is extended due office closure on July 1)

This is a requirement of all Junior, Intermediate and Senior, members even though they may be also submitting a record book at the Grays Harbor County Fair. The Mason County Record Book Committee reserves the right to request to review the record books of members at any time.

LIST ALL THE PROJECTS IN WHICH YOU PARTICIPATED IN AND WERE ENROLLED IN BY APRIL 1, 2018.

PROJECT #1_____
PROJECT #2_____
PROJECT #3_____
PROJECT #4_____
PROJECT #5_____
PROJECT #6_____

CHECKLIST:
☐ **4-H Planning Calendar** is up-to-date from October to present with already known dates through August and September.
☐ **Project Record plans/commitments** are written, signed, and dated by member, leader, and parent.
☐ **Project Journal/Diary** is up-to-date, reflecting work done and time spent with project in a reasonable manner.
☐ **Photos and Highlights** not required to be completed @ this time!!!
☐ **Add sheets and Financial Summary,** if applicable… though these sheets should not be closed out for the year unless the project is already "*completed*". Member should include appropriate add sheets for each project. (There are some projects that do not have add sheets). Add sheets and financial summary should be up-to-date with all current information included. Animal ownership certificates would be included in this section.
☐ **Permanent Record** must be up-to-date with information of current year's activities.
☐ **Story and Supplemental** Information may be begun, but is not required or supposed to be completed at this time.

AS CLUB PROJECT LEADER I HAVE REVIEWED THIS RECORD BOOK AND HAVE DEEMED THIS BOOK TO BE (CHECK ONE): ☐**UP-TO-DATE** ☐**NOT UP-TO-DATE**

LEADER NAME: _____ DATE: _____

LEADER SIGNATURE: _____