

# 2016-2017 Colorado 4-H Senior Companion Animal Record

*For Use by Members 14-18 Years Old*

Please fill out years in project, name, etc. Then print and sign this form at the start of your project.

Species	Years in Project

Name \_\_\_\_\_

4-H Club \_\_\_\_\_

County \_\_\_\_\_

Birth Date \_\_\_\_\_

Age as of December 31 \_\_\_\_\_

### PROJECT AGREEMENT

**To be signed at the beginning of the 4-H year.**

I will be responsible for feed, care, and management of my animals. I will keep good records and finish my record book to complete my project. I will be responsible for management decisions concerning the health, welfare, profitability, and product quality of my project.

\_\_\_\_\_  
Member Signature

\_\_\_\_\_  
Date

As a parent or supporter, I realize that animal projects require a considerable amount of expense and labor. I will support this youth in his/her efforts and allow him/her to learn as much as possible from the experience. The youth is expected to be responsible for labor, care, and management decisions affecting the project. I will help where needed by giving guidance and instruction.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

**Record must be printed in landscape format. Records may be completed on the computer or neatly hand-written**

[Refer to the Record Book Guide \(Click Here\) for all Xcel and record keeping tips. Contact your local Extension Office for a hard copy of the guide.](#)

# GOALS

Identifying goals and how you are going to reach those goals is important to help you become more skilled and knowledgeable about your project and other parts of your life. Goals may be personal or specific to your project. Ask yourself, "what do I want to accomplish this year?" **Record TWO SMART goals that are Specific, Measureable, Attainable, Realistic and Timely each with two "To Do's" that will help you complete your goal.** Use complete sentences.

[See Record Book Guide for help on writing SMART goals.](#)

Goal A	
"To Do" Plan	1
	2

Goal B	
"To Do" Plan	1
	2

Knowing the contact for your local veterinarian is important for all animal owners in case an animal gets sick or hurt.

<b>Name &amp; Phone Number of Veterinarian:</b>
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## EQUIPMENT/SUPPLIES INVENTORY

At the start of the project year, list all the equipment you own (item). Then record under BEGINNING how many you have of each item (Quantity) and how much they are currently worth (Value). At the end of your project year, add any new items you own to the list. Then record under ENDING how many you now have and how much they are now worth. **If an item is given to you at no cost (i.e. donation, gift), still include a value amount in your inventory as that item still has monetary value for your project.** Remember if you have used up, sold, or purchased items, your Ending Inventory (Quantity, Value) will be different from your Beginning Inventory.

Record a Beginning and Ending date. **For first year members, the project START is the first day you enroll in 4-H. For returning members, the project START is the last day of last year's Record Book or October 1. The project END is the date you turn in your Record Book or Sept 30.**

[See Record Book Guide for help on calculating depreciation.](#)

Item	Beginning		Ending	
	Date		Date	
	Quantity	Value	Quantity	Value
Ex. Guinea pig cage	1	\$150.00	1	\$125.00
Ex. 16oz animal water bottle	1	\$5.60	1	\$2.00
Ex. Grooming brushes	3	\$15.00	2	\$10.00
<b>TOTAL BEGINNING:</b>			<b>TOTAL ENDING:</b>	

# ANIMAL INVENTORY

Record information below about each of your companion animals. You may use additional pages as necessary.

<b>Name:</b>	
<b>Registered Name (if different)</b>	<b>Male or Female</b>
<b>Breed</b>	<b>Color(s)</b>
<b>Height (Inches)</b>	<b>Weight (Pounds)</b>
<b>Date of Birth (if known)</b>	<b>Age</b>
<b>Tattoo Number (if applicable)</b>	<b>Microchip Number (if applicable)</b>
<b>Association Number (if applicable)</b>	

<b>Name:</b>	
<b>Registered Name (if different)</b>	<b>Male or Female</b>
<b>Breed</b>	<b>Color(s)</b>
<b>Height (Inches)</b>	<b>Weight (Pounds)</b>
<b>Date of Birth (if known)</b>	<b>Age</b>
<b>Tattoo Number (if applicable)</b>	<b>Microchip Number (if applicable)</b>
<b>Association Number (if applicable)</b>	

<b>Name:</b>	
<b>Registered Name (if different)</b>	<b>Male or Female</b>
<b>Breed</b>	<b>Color(s)</b>
<b>Height (Inches)</b>	<b>Weight (Pounds)</b>
<b>Date of Birth (if known)</b>	<b>Age</b>
<b>Tattoo Number (if applicable)</b>	<b>Microchip Number (if applicable)</b>
<b>Association Number (if applicable)</b>	

# HEALTH RECORD

Enrolling in an animal project requires you to take responsibility for the health and treatment of your animal(s). Record all health care for your animal(s) including medications, immunizations (shots), dewormers, as well as management care such as fly prevention, nail/hof trimming, shearing, clipping, cleaning cages, feed dishes, and water bottles, etc. **Also include supplement and medicated feeds (check the feed tag).** Remember to record the cost of health care services and supplies in Health Expense Record (pg. 6). Do not leave any blanks. Record N/A where applicable.

Date	Animal Name	Reason for Treatment	Treated With, How Much (dosage), Method of Administration	Lot Number Expiration Date	Person Who Administered Treatment
Ex. Daily	Sprinkles and Katie	Vitamin C Deficiency	VITA-DROPS, 4 drops/day, in water	Lot:123456 Exp: 2014	Joe Kelly
6/12	Katie	Overgrown nails	Cut with nail trimmers	N/A	Joe Kelly
6/20 - 6/30	Sprinkles	Cavy lice infestation	Advantage (imidacloprid), One 20 mg dose, topical powder	Lot: F#150 Exp: 07/13	Dr. Anna Reid

# HEALTH EXPENSE RECORD

Record health expenses such as veterinary and health care costs. **Remember to include veterinarian/service fees and any items you purchase for care listed on your Health Record (pg. 5). Record supplements and medicated feeds in Feed Expense Record (pg. 7).** Label and fill out the project column even if you only have one project. Add more lines/pages as needed.

Record "no expenses" if there were no health expenses this 4-H year.

			Project:	Project:	Project:	Project:	
Date	Health Item	Paid To	\$	\$	\$	\$	Total Cost
Ex: 5/15	CDT Vaccine	ABC Vet Clinic	(Llama) \$20.00				\$20.00
6/20	VITA-DROPS	XYZ Pet Store		(Cavy) \$8.49			\$8.49
<b>TOTAL HEALTH EXPENSE:</b>							

# FEED EXPENSE RECORD

Record all feed, grain, hay, water, and pasture you purchase during this 4-H year. Charge the appropriate amount to the specific project column(s) for which you purchased the feed. Then enter the total amount and cost. Remember to include units. **If animal is boarded, feed costs should be calculated separately from board cost and included on this page. Board costs should be recorded in Other Expense Record (pg. 8).** Add more lines/pages as needed.

			Project:		Project:		Project:		Project:			
Date	Item	Paid To	Amt:	\$	Amt:	\$	Amt:	\$	Amt:	\$	Total Amt.	Total Cost
Ex: 5/15	Feed Pellets	XYZ Pet Store	5 lbs	(Cavy) \$14.99	25	(Llama) \$20.00	\$0.00	\$0.00	\$0.00	\$0.00	30	\$34.99
7/10	Pasture	EFG Farm	0	\$0.00	30 days	\$50.00	0	\$0.00	0	\$0.00	30 days	\$50.00
<b>TOTAL FEED EXPENSE:</b>												

## OTHER EXPENSE RECORD

Record all other expenses such as show supplies, animal purchase/lease, equipment, tack, pen or barn rent, clinic/lesson fees, entry fees, fuel for transportation, identification (tattoo, microchip, etc.) fees, farm utilities (except water) and other non-feed, non-health costs.

**Label and fill out the project column even if you only have one project.** Add more lines/pages as needed.

Record "no expenses" if there were none this 4-H year.

			Project:	Project:	Project:	Project:		
Date	Item	Paid To	\$	\$	\$	\$	Total Cost	
Ex: 4/15	4 Livestock Panels	RST Ranch Supply	(Cavy) \$0.00	(Llama) \$70.00	\$0.00	\$0.00	\$70.00	
4/21	Monthly Lease Fee	Mrs. Smith	\$0.00	\$30.00	\$0.00	\$0.00	\$30.00	
5/1	Purchased guinea pig	Jack Jones	\$25.00	\$0.00	\$0.00	\$0.00	\$25.00	
<b>TOTAL OTHER EXPENSE:</b>								

# INCOME RECORD

Record all income you earned this 4-H year. Income may be from selling animals, equipment or tack; and from show winnings, barn work, pet sitting, etc.

Record "no income" below if you did not receive any money this 4-H year.

			Project:	Project:	Project:	Project:	
Date	Item/Animal ID	Income From	\$	\$	\$	\$	Total Income
Ex: 8/15	Fair Premiums	County Fair	(Cavy) \$5.00	(Llama) \$10.00	\$0.00	\$0.00	\$15.00
9/1	Pet Sitting	Mrs. Jones	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00
<b>TOTAL INCOME:</b>							

## FINANCIAL SUMMARY

Record your total income and expense for each project and the total for all projects to see if you made or lost money on your projects this year.

<b>Income</b>	Project:	Project:	Project:	Project:	<b>Total All Projects</b>	<b>Directions</b>
A. <i>What is the value of the equipment you still own at the end of the year?</i>						<i>Total End Value (pg. 3)</i>
B. <i>How much money did you earn?</i>						<i>Total Income (pg. 9)</i>
C. <i>What is your total income?</i>						<i>A + B</i>
<b>Expenses</b>						
D. <i>What was the value of the equipment you owned at the start of the year?</i>						<i>Total Start Value (pg. 3)</i>
E. <i>How much did you spend on health expenses?</i>						<i>Total Health Expense (pg. 6)</i>
F. <i>How much did you spend for feed?</i>						<i>Total Feed Expense (pg. 7)</i>
G. <i>How much did you spend on other expenses?</i>						<i>Total Other Expense (pg. 8)</i>
H. <i>What are your total expenses?</i>						<i>D + E + F + G</i>
<b>Profit/Loss</b>						
I. <i>What is your overall balance?</i>						<i>C - H</i>

## INVOLVEMENT RECORDS

4-H Members must complete a community service activity and a demonstration in order to complete their project. The 4-H program also provides additional opportunities for leadership, exhibition, and judging. **Record your involvement in these areas which may be within or outside of 4-H.** Record "none" or N/A where it applies. Add more lines as needed.

What did you do for your community? How did you practice citizenship?	Date, Hours	What did you learn?

What did you demonstrate? What speech(es) did you give?	Date	What did you learn?

How were you a leader or helpful to others? What leadership events did you attend?	Date	What did you learn?

Where did you exhibit/show? What judging activity(s) did you do?	Date	What did you learn?

# STORY AND PICTURES

It is suggested that you complete the following other requirements in a separate document such as in Microsoft Word and attach pictures on another page. Insert story and pictures before Project Completion (pg. 13).

## Project Pictures

Include a minimum of four pictures with a descriptive caption for each are expected. **Include pictures that demonstrate the progress of your project.** Additional photos may be added.

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## 4-H Story

Tell us about your 4-H experience in a story. The following may be used as a guide to help you in compose a story related to your project(s).

### About Me

- \* Tell how old you are and when you joined 4-H
- \* Tell why you joined 4-H
- \* Share about your interests or hobbies
- \* Tell about future and career plans

### 4-H Project and Activities

- \* Describe your projects. Tell how they were successful or challenging
- \* Explain your goals and which ones you reached
- \* Share what you would do differently if you were to try it again
- \* Describe what skills have you learned this year
- \* Tell how your projects have grown in size and scope?
- \* Explain how you have arranged for financing (if needed)
- \* Tell about any adults or other 4-H members that were especially helpful to you. Share how they were helpful.

### Leadership and Citizenship

- \* Share what leadership and citizenship mean to you  
Tell how 4-H has helped you become a better leader and citizen.
- \* Describe what types of citizenship or leadership projects have you been involved in
- \* Tell how you have contributed to 4-H, your community & your school
- \* Describe the most important offices you have held and the committee assignments you have accepted.
- \* Share what you have learned from working with other 4-H'ers as a junior or teen leader

### 4-H's Impact on You

- \* Tell how your 4-H participation changed how you feel about yourself
- \* Tell how your participation influenced your school and career goals
- \* Describe what being a 4-H member means to you

Story may be typed or hand-written with 1 inch margins. Handwritten stories should be written on lined, white notebook paper and be legible. Typed stories should be on plain, white paper and no smaller than 12-point font. **Limit your story to a maximum of three (3) pages. Remember that good grammar, correct spelling, and complete sentences are important.**

## GOAL REFLECTION

Goals help you achieve more when you review them each year. At the END of the year, answer the following questions in complete sentences.

Did you meet your goal this year (pg. 2)? Why or why not?	
Which "To Do"s did you complete?	
What helped you complete your goal? What challenges kept you from reaching your goals?	

## PROJECT COMPLETION

**I declare that the information in this book is correct and all 4-H requirements, including Meat Quality Assurance training, have been completed to the best of my knowledge.**

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Member Signature Date

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Leader Signature Date

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Parent/Guardian Signature Date

**NOTE: Include this as the last page of your Record Book, after your story and pictures.**