**4-H HORSE RECORDS**

What you need to know for the 2014 Clackamas County Horse Fair

*All* Clackamas County 4-H members are required to turn in record books in order to attend Horse Fair.

**Record books are due at the Horse Fair Entry meeting on June 2, 2014.**
A team of reviewers will use a checklist to determine that records are up-to-date and complete. An earnest attempt at keeping records will make the member eligible for Fair and State Fair for Intermediates and Seniors. If records are not satisfactory, members will be given opportunity to revise them before Fair.

**WHAT GOES IN YOUR RECORD BOOK?**
1. The Metro version of the 4-H Permanent Record (all pages, even if some are blank)
2. The Horse Project Record (one for each project horse or pony)
3. The Horse Advancement Program
4. A flat cover with a metal fastener to hold the records securely. The accolade type is preferred. Three ring binders are not acceptable.
5. A label in the upper right-hand corner of the front cover with the member’s name, grade as of June 2014, and county.

**4-H Permanent Record**
The Metro version of the 4-H Permanent Record may be downloaded from the county website or picked up at the Extension office. All members will be expected to have filled out **at least** the following sections:
- Section 1: “My 4-H Permanent Record”
- Section 2: “Projects Completed and Exhibits Made”
- Section 5: “Participation in 4-H Activities”
- Section 7: “4-H Advancement Programs”

**Horse Project Record (one for each project animal)**
The Horse Record is also available either on the county website or at the Extension office. Members should keep a project record for each project animal each year. The Horse Project Record should be up to date as of June 2, 2014 when you turn your record books in. **The year-end totals and leader’s signature are not necessary.** Every member will be expected to have begun all pages of the Horse Record.
Horse Advancement Program
Every member should be working on his or her Advancement Program and it needs to be current version (dated October 2012 or October 2013). The Advancement steps will be checked for completion.

Flat Cover with metal fasteners
The green 4-H covers may be purchased at the Extension office. Any flat accolade type folder is ok and can be purchased at any office supply. Three ring binders and PeeCheeses are not acceptable.

Label
The label may be a 3X5 card stapled to the upper right corner of the flat cover as is required for competitive records or it may be a mailing type label stuck to the upper right corner of the cover. It should contain the member’s name, grade as of June 2014, and county.

ADDITIONAL RESOURCES

The Metro publication “4-H Memories” can be downloaded or picked up at the Extension office and contains step by step directions for filling out your Permanent Record. It is invaluable! Also, the “Metro Awards and Recognition Brochure” has directions for completing your records if you wish to submit them for judging at the end of the 4-H year, but is also very helpful in general.

Links:
Permanent Record, 4-H Memories, Metro Awards and Recognition Brochure: http://extension.oregonstate.edu/clackamas/4h/recordbooks

Horse Record, Horse Advancement Program: http://extension.oregonstate.edu/catalog/4h/ (please don’t use the Permanent Record from this site)

People available for questions or club clinics:

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