



4-H Horse Care and Feed Record Book



Circle One:	Junior	Intermediate	Senior
-------------	--------	--------------	--------

Manatee County

Name _____ Age (September 1) _____

Club _____

Years in 4-H _____ Years in Project _____

I hereby certify that I have personally been responsible for the care of this/these animal(s), have personally kept records on this project, and have personally completed this record book.

Member Signature _____ Date _____ Initials for fair _____

I/We, the parents/guardian certify that our son/daughter has completed this record book and I/we have reviewed it for completeness and accuracy of reporting.

Parent/Guardian Signature _____ Date _____ Initials for fair _____

I have reviewed this 4-H record book for completeness and accuracy of reporting.

Organizational Leader Signature _____ Date _____ Initials for fair _____

FOR USE AT THE MANATEE COUNTY FAIR AND AS THE 4-H PROJECT RECORD BOOK

Note: The County Fair rules require that you submit a Care and Feed Record Book to them (check with the Fair Office for due date) if you enter any animal in the County Fair even if you don't show that animal for any reason. If you do not turn in a record book to the Fair, you cannot show ANY animal at next year's County Fair.

Purpose

The purpose of the 4-H horse program is to provide young people an opportunity to participate in a series of activities designed to improve citizenship, sportsmanship, horsemanship, character, competitive spirit, discipline and responsibility, while creating an atmosphere for learning and awareness of life around us.

The purpose of a 4-H horse project is:

- To acquire an understanding of animal care by preparing for, purchasing, caring for, and keeping records on one or more animals.
- To understand the business aspects and economics of purchasing animals, feeds, facilities, and equipment for an animal project.
- To keep an account of all your activities and accomplishments in one place.
- To develop integrity, sportsmanship, and cooperation.
- To develop leadership abilities, build character, and assume citizenship responsibilities.

4-H Horse Care and Feed Record Book Guidelines:

It is suggested that a copy of the record book be made for use as a work copy. Records should then be transferred into this book for submission.

- Your record book should start with the **purchase date of your animal or September 1st of the current 4-H year (for ongoing project animals).**
- Your record book should contain information relating only to your current horse project animals. If you have more than one project animal you must identify which animal when completing the various sections of this record book.
- Always double-check your math and have someone check your project Story/Essay for spelling and grammar before you write it in the final record book.
- **Your final record book must be hand written by the 4-H'er (Juniors may use pencil or pen, Intermediates & Seniors must use pen, however the Project Story /Essay may be typed (on 8 ½ X 11, single-sided paper, in a 12 point double spaced font, by the 4-H member and attached.**
- Junior members (age 8-10) Recommended Story/Essay length is no less than one page.
- Intermediate members (age 11-13) Recommended Story/Essay length is no less than 2 pages.
- Senior members (age 14-18) Recommended Story/Essay length is no less than 3 pages.

II. PROJECT ANIMAL INVENTORY * (to be completed by Fair Record Book check in)

List all animals you own at the beginning of the project and add animals you purchased/leased or animals born during the project year. Animals sold should have a \$0 value at end of project for this page.

Animals leased should have a \$0 value at the beginning and end of the project.

Animals received as a gifts should have a \$0 value at the beginning and an estimated \$ value at the end of project.

****Beginning \$ Value:** Value of existing animals at beginning of project OR purchase cost of new animals OR value of animals born.

***\$ Value at end of project:** Your animal's value should increase and is an estimated value.

Name of Horse	Breed	Color	Sex	Weight	Height	Date Acquired or Born	**Beginning \$ Value	*\$ Value at end of project	Indicate if animal leased, sold, kept, died, etc.
Value at Beginning									
Value at End/Value of Animal Assets									

III. NON-FEED EXPENSES * (to be completed by Fair Record Book check in)

List (non-feed expenses) everything that you spent money on that you will **NOT** have at the end of the project. This should **NOT** include feed or hay. This includes entry fees/Fair pass, veterinary expenses (health papers), bedding, pure bred registration fees, breeding expenses, semen, farrier expense, deworming items, marketing costs (i.e. printing, stamps & envelopes) and other expendable items such as shampoo, printing of pictures, ink etc.

Date	Description	Paid to	Total Cost
Total Non-Feed Costs			

VI. MINERAL/SALT * (to be up to date by Fair Record Book check in)

Dates	Month	Type of Mineral/Salt	Form	Cost*

Total \$ _____

Feed - Concentrate Cost Total (page 6) \$ _____
Feed - Concentrate Cost Total (page 7) \$ _____
Hay Cost Total (page 8) \$ _____
Mineral/Salt Cost Total (page 9) + \$ _____
Total Feed-Related Costs = \$ _____

VII. INCOME – ANIMAL(S) SOLD

() Check here if you did not sell your project animal. **If you have no income from this project, THEN ENTER ZERO.**

Date	Description (Breed, ID# if any)	Purchased by	Weight	Total Paid

Income from Sale of Animal(s) \$ _____

VIII. SPONSOR INCOME

You should record any money given to you, to support your project, by sponsors, farmers or an individual here. Example: If someone buys feed or hay for your animal, or if someone else (a farm or an individual) pays for all expenses. You should be able to ask what it costs per day per animal. Multiply the number of days by the cost per day to get a total. **IF NONE, ENTER ZERO.**

Date	Description (Show/contest/demonstration/placing and or ribbon)	Total
	Total Sponsor Income	

IX. OTHER INCOME – SHOW PREMIUMS AND RECEIPTS

Other project income should be recorded here, such as each show premium or other money earned. **If you have no other income from this project, THEN ENTER ZERO.**

Date	Description (Show/contest/demonstration/placing and or ribbon)	Total
	Total Other Income	

XI. LABOR RECORD – Time Spent Training, Grooming and Exercising Animal(s)

*** (to be up to date by Fair Record Book check in)**

	Number of Hours Spent Riding, Training & Lessons	Number of Hours Spent Grooming, Feeding & General Care	Number of Hours Spent on Tack Care & Repair Exercising	Monthly Total
September				
October				
November				
December				
January				
February				
March				
April				
May				
June				
July				
August				
Yearly Total				

XIII. PROJECT FINANCIAL SUMMARY * (to be up to date by Fair Record Book check in)

The records in this book cover my 4-H Horse project consisting of _____ animals.

If your project ends at the County Fair Complete lines with *. If your project will continue past the County Fair fill in areas with an * in PENCIL for the fair check in then rewrite in PEN(if you are an Int. or Sr.) before you turn your book in to 4-H for judging.

INCOME		Section Total	Grand Total
1	Income – Animal(s) Sold <i>(From page 9, Sec. VII)</i>		
2	Sponsor Income <i>(From page 10, Sec. VIII)</i>		
3	Other Income – Show Premiums & Receipts <i>(From page 10, Sec. IX)</i>		
4	TOTAL INCOME <i>(Add Lines 1 + 2 + 3)</i>		
EXPENSES			
5	Total Depreciation <i>(From page 3, Sec. I)</i> * ONLY SENIORS COMPLETE THIS LINE		
6	Total Non-Feed Expenses <i>(From page 5, Sec. III)</i> *		
7	Total Feed Expenses <i>(From page 6 & 7, Sec. IV)</i> *		
8	Total Hay Expenses <i>(From page 8, Sec. V)</i> *		
9	Total Minerals/Salt Expenses <i>(From page 9, Sec. VI)</i> *		
10	TOTAL EXPENSES <i>(Add Lines 5 + 6 + 7 + 8 + 9)</i> *		
SUMMARY			
11	FINAL PROFIT/LOSS <i>(Subtract Line 10 from Line 4)</i>		
ASSETS			
12	Value of Project Assets <i>(From page 3, Sec. I)</i> * ONLY SENIORS COMPLETE THIS LINE		
13	Value of Animal Assets <i>(From page 4, Sec. II)</i> *		
14	Total Assets <i>(Add Lines 12 + 13)</i> ONLY SENIORS COMPLETE THIS LINE		

XIV. PICTURES OF YOUR PROJECT * (you should have approximately half of your pictures by Fair Record Book check in)

Show your project from the beginning to the end along with different skills that you have learned. This should include a **minimum of 8 pictures and a maximum of 10 pictures.** Include a caption with each picture. The captions should tell a story. The pictures and captions should compliment your project story. Explain what you are doing and why you are doing the things shown in the picture. What skills are you demonstrating and why? Spelling and grammar are included in the judge's decision. **Do not cover up the directions.**

Pictures (continued):

DO NOT ADD ADDITIONAL PAGES

Pictures (continued):

DO NOT ADD ADDITIONAL PAGES

PROJECT TERMS AND EXPLANATIONS

NOTES FOR PROJECT INVENTORY (page 3)

- **Project Year** - Based on a calendar year. Current project year is same year as current Fair year.
- **Date Acquired** - List the date (mm/dd/yy) you obtained this item, on items older than one year, list only the year.
- **Purchase Cost or Value** - What did this item cost when you obtained it? (Fair market value)
- **Value at Beginning of Project** - Same as the purchase cost of items bought during the current calendar year. On items from previous years this will be the value from last year's ending inventory (the depreciated value of 10% of the purchase cost per project year).
- **Depreciation of 10%** - This will be 10%, per calendar year, of the original purchase cost for the items you will still have at the end of the project. This includes items you had at the beginning of the project as well as items purchased during the current calendar year. Depreciation is the loss in value of your assets and is an expense.
- **Value at the End of the Project** - This is the value at the beginning of the project minus the depreciation.

Examples:

Items Description	Date Acquired	Purchase Cost or Value	Value at beginning of project	Depreciation (10% of purchase cost, for this calendar year)	Value at end of project
Rope	Purchased 4 years ago	\$7.30	(Depreciated 10% for 3 years) \$5.11	\$0.73	\$4.38
Comb	Purchased 3 years ago	\$19.60	(Depreciated 10% for 2 years) \$15.68	\$1.96	\$13.72
Brush	Purchased Previous Calendar Year	\$5.85	(Depreciated 10% for 1 year) \$5.27	\$0.58	\$4.69
Bucket	Purchased Current Calendar Year	\$9.10	(No Previous Depreciation -purchased current calendar year) \$9.10	\$0.91	\$8.19
Total Depreciation*				\$4.18	
Value of Project Assets					\$30.98

*Depreciation is an expense

SCORING SYSTEM
4-H Horse Care and Feed Record Book

Section	Item	Points Possible
Cover	Signatures	3
I & II	Project Inventory & Project Animal Inventory (pages 3 & 4)	8
III	Non-Feed Expenses (page 5)	8
IV, V & VI	Feed Expenses, Hay Expenses & Mineral/Salt (pages 6, 7, 8 & 9)	8
VII, VIII & IX	Income - Animal Sold & Sponsor Income Other Income – Show Premiums & Receipts (page 9 & 10)	7
X, XI & XII	Health & Veterinary Record, Labor Record, Remarks & Incidents (pages 11, 12 & 13)	8
XIII	Project Financial Summary (page 14)	10
XIV	Pictures (pages 15, 16 & 17)	8
XV	Project Story (pages 18, 19 & 20)	30
XVI	Neatness, Accuracy, Grammar & Spelling	10
	Total Points	100

Ribbon Awards

Blue	90 - 100	pts.
Red	80 - 89	pts.
White	79 - 0	pts.

NOTES



This document, **4-H Horse Care and Feed Record Book**, was compiled by Diana L. Smith, Ph.D., Extension 4-H Coordinator, University of Florida/IFAS Extension - Manatee County, December 6, 2004, revised September 7, 2012, August 3, 2013, July 2015

Credits: Author Unknown. (Revised August 1, 2003). **Florida State Fair Youth Livestock General Record Book**. Tampa, FL: Florida State Fair Authority.

Cahill, Claudia. (Revised July 1998). **4-H Horse Care and Feed Record Book**. Palmetto, FL: Manatee County 4-H.

A special thank you to Christa Kirby, Extension Livestock Agent, University of Florida/IFAS Extension - Manatee County and a team of Manatee County, Lori Jorgenen and a team of dedicated Manatee County 4-H Volunteers for their diligent efforts in the revision process (2012) (2015).