



Manatee River Fair Association Dog/Llama Care and Feed Record Book

Circle One:	Dog	Llama	
Circle One:	Junior	Intermediate	Senior

Name _____ Age (September 1) _____

Club _____

Years in Project _____

I hereby certify that I have personally been responsible for the care of this animal, 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 record book for completeness and accuracy of reporting.

Organizational Leader Signature _____ Date _____ Initials for fair _____

FOR USE AT THE MANATEE COUNTY FAIR NOT FOR 4-H MEMBERS

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 a Dog/Llama 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.

Dog/Llama 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 year (for ongoing project animals)**.
- Your record book should contain information relating only to your current dog or llama 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 exhibitor (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 exhibitor** 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.

I. THIS INFORMATION TO BE COMPLETED FOR DOG PROJECT ONLY

(You will need to make a copy of this page if you have more than one project animal.)

Information About Your Dog	
My dog's name is: _____	
My dog's breed is: _____ Circle One: Purebred	
Crossbred	
My dog is registered in: ___ AKC ___ AKC PAL ___ UKC ___ CKC ___ AKC Canine Partners	
___ Other (please specify) _____ ___ None	
Dog's Age: _____	Dog's Sex _____

Pedigree – Complete as much as possible

Name _____

Sire	
Name	Reg. No.
	Paternal Grandsire
	Reg. No.
	Paternal Granddam
	Reg. No.
Dam	
Name	Reg. No.
	Maternal Grandsire
	Reg. No.
	Maternal Granddam
	Reg. No.

Record of Training

Check the Obedience Level at which your dog is training:

___ Basic ___ Sub-Novice ___ Novice ___ Open ___ Utility

Check the Obedience commands that your dog has learned:

___ Heel On Leash	___ Sit Stay	___ Retrieve a Dumbbell
___ Heel Off Leash	___ Down Stay	___ Retrieve Over High Jump
___ Recall On Leash	___ Stand for Exam	___ Broad Jump
___ Recall Off Leash	___ Drop-on-Recall	___ Scent Discrimination
___ Signal Exercise	___ Directed Retrieve	___ Utility Stand
___ Directed Jumping	___ Other (specify) _____	_____

Did you and your dog graduate from an obedience class? _____ Which one? _____

Check the Agility Level, if any, at which your dog is training: ___ On Leash ___ Off Leash

Check the Agility Obstacles that your dog has learned:

___ A-Frame	___ Dog Walk	___ Teeter-Totter
___ Open Tunnel	___ Closed Tunnel	___ Hoop Tunnel
___ Crawl Tunnel	___ Sway Bridge	___ Swing Plank
___ Weave Poles	___ Platform Jump	___ Pause Table/Box
___ Bar/Wall Jumps	___ Hoop/Tire Jumps	___ Window Jump
___ Other (specify) _____	_____	_____

Check the Junior Showmanship Level, if any, at which your dog is showing:

___ Basic ___ Intermediate ___ Advanced

II. THIS INFORMATION TO BE COMPLETED FOR LLAMA PROJECT ONLY

(You will need to make a copy of this page if you have more than one project animal.)

Information About Your Llama	
My llama's name is: _____	
Sex: _____	Llama's Age: _____ Date of Birth: _____

Pedigree – Complete as much as possible

Name _____

Sire	Paternal Grandsire	Reg. No.
Name	Reg. No.	Paternal Granddam
		Reg. No.
Dam	Maternal Grandsire	Reg. No.
Name	Reg. No.	Maternal Granddam
		Reg. No.

Record of Training

Check the classes you and your llama participates in during a show:

Halter Showmanship Pack Public Relations Obstacles

List the obstacles that your llama has learned:

1. _____
2. _____
3. _____
4. _____
5. _____

Check the level, if any, at which your llama is showing other than youth classes:

Novice Advanced

Other than showing, what other uses do you have for your llama?

1. _____
2. _____
3. _____
4. _____
5. _____

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

List all equipment and assets you had at the beginning of the project. After listing existing inventory, you should also list those items you purchased this year that you will keep after the project is finished. **List items you will keep past the end of this project on this page only** (inventory examples include crates, clippers, grooming equip, leads, collars etc.) **DO NOT** list expendable items such as shampoo, etc. **The current year begins with the purchase of your animal or Sept. 1st of the current 4-H year (for ongoing projects). Project ends with either sale/death of animal or when the record book is turned in for judging.**

Please refer to Project Terms and Explanation, page 23, for descriptions of each column.

Item Description Jr. Int. & Sr.	Date Acquired Jr. Int. & Sr.	Purchase Cost or Value Jr. Int. & Sr.	Value at beginning of project Sr.	Depreciation (10% of purchase cost, per calendar year) Sr.	Value at end of project Sr.
Total Depreciation (Depreciation is an Expense)					
Value at End/Total Assets					

IV. PROJECT ANIMAL INVENTORY

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

****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.

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

V. NON-FEED EXPENSES

List non-feed expenses (everything that you spend money on that you will **NOT** have at the end of the project) on pages 6 & 7. This should NOT include feed. This includes entry fees, veterinary expenses, bedding, and other expendable items such as shampoo, printing of pictures, ink etc.

List items you will keep past the end of this project on the project inventory page (page 5) only.

Date	Description	Paid to	Total Cost
Total Non-Feed Expenses			

VI. FEED EXPENSES * (to be up to date by Fair Record Book check in)

List all feed (feed, supplements, treats, etc.) expenses on pages 8 & 9. Each feed purchase including weight should be listed separately. **All hay expenses are to be recorded on page 10.**

Date	Description	Paid To	Pounds	Total Cost
Page Total – Pounds of Feed				
Page Total – Feed Cost				

VII. HAY EXPENSES (Llama only)* (to be up to date by Fair Record Book check in)

List all hay expenses on this page. Each hay purchase should be listed separately or by month.

Date	Description	Paid To	Quantity	Total Cost
Page Total – Hay Cost				

Total Pounds of Feed page 8 _____
Total Pounds of Feed page 9 + _____
Total Pounds of Feed = _____

Total Feed Cost page 8 \$ _____
Total Feed Cost page 9 \$ _____
Total Hay Cost page 10 + \$ _____
Total Feed & Hay Cost = \$ _____

IX. 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) \$ _____

X. 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, if none, enter zero		

XI. SPONSOR INCOME

You should record here any money given to you, to support your project, by sponsors.
 Example: If someone buys your feed or hay for your animal. **IF NONE, ENTER ZERO.**

Sponsor's Name	Total
Total Sponsor Income, if none, enter zero	

XII. HEALTH AND VETERINARY RECORD

Dog's Veterinarian: _____

Date of Last Inoculation: _____ **Rabies Tag#:** _____

This should include a record of any health related activities (heart worm control, flea control, deworm, vaccinate, or use of veterinarian's services for any reason such as health certificate). This should include what you used, how much you used, and what you used it for. Fill in all applicable information. **If your animal was healthy throughout project, please note.**

Date	Description of activity & who administered	Product used	Dosage	Withdrawal Time (Llamas)

XIII. LABOR RECORD – Time Spent Training, Grooming and Exercising Animal

	Number of Hours Spent Training	Number of Hours Spent Grooming	Number of Hours Spent Exercising	Monthly Total
September				
October				
November				
December				
January				
February				
March				
April				
May				
June				
July				
August				
Yearly Total				

XV. PROJECT FINANCIAL SUMMARY

The records in this book cover my Dog or Llama project (circle one), consisting of _____ animals.

Dogs and llamas are companion animals and family pets. You are not expected to show a profit on your project. This section is to help you recognize the cost involved in caring for and maintaining these animals at home.

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 for judging.

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

XVI. 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 two 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 photo. 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 5)

- **Project Year** - Based on a calendar year. Current project year is same year as current Fair year.
- **Date acquired** - List the date 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 or 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
Dog/Llama Care and Feed Record Book

Section	Item	Points Possible
Cover	Signatures	3
I & II	Information for Dog (page 3) or Llama (page 4)	8
III & IV	Project Inventory & Project Animal Inventory (pages 5 & 6)	8
V	Non-Feed Expenses (pages 6 & 7)	5
VI, VII & VIII	Feed Expenses , Hay Expenses & Ration Record (pages 8, 9, 10 & 11)	8
IX, X & XI	Income – Animal(s) Sold & Other Income, Sponsor Income (page 12)	4
XII, XIII & XIV	Health Record, Labor Record, Remarks & Incidents (pages 13, 14 & 15)	6
XV	Project Financial Summary (page 16)	10
XVI	Pictures (page 17, 18 & 19)	8
XVII	Project Story/Essay (page 20, 21 & 22)	30
XVIII	Neatness, Accuracy, Grammar & Spelling	10
	Total Points	100

Ribbon Awards

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

This document, **4-H Dog/Llama 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, July 2015.

Credits: Florida State Fair Youth Dog/Llama Record Book (Revised August 1, 2003).

4-H Dog Care and Feed Record Book (Claudia Cahill, Author), Manatee County 4-H (Revised July 1998)

4-H Llama Care and Feed Record Book (Claudia Cahill, Author), Manatee County 4-H (Revised July 1998)

A special thank you to Christa Kirby, Extension Livestock Agent, University of Florida/IFAS Extension - Manatee County, Lori Jorgensen and a team of Manatee County 4-H volunteers for reviewing this record book.(2012) (2015)