



TO: Llama Projects Members & Project Leaders  
FROM: Stephanie Gay, 4-H Youth Development Educator  
DATE: April 2025

It's time to enroll your animals for the 4-H Fair. **Llamas must be enrolled online through 4HOnline by May 15<sup>th</sup> at 11:59pm.** More details on how to complete the enrollment process can be found further down in this letter and by following the directions that are on the Llama Project page of the Purdue Extension Website. **Make sure to read this letter in its entirety.**

4HOnline 2.0 saves the llamas and alpacas that you put in the database last year, so you will not have to reupload the pictures and info, just "register" the animal. You will see last year's llamas/alpacas on the right side of the screen. Llama/Alpaca Lease forms **DO NOT** role over so those need to be completed and uploaded for 2025.

#### **Reminders:**

- You must upload a picture of your llama in 4HOnline.
- Make sure to double check your information. Missing information can result in County and/or State Fair Disqualification.
- You must turn in the lease agreement if you lease your animal. This form is due either through 4HOnline or into the Extension Office by May 15<sup>th</sup>
- If your animal(s) are not kept at your home then you must fill out a livestock location form. More info below.

#### **Llama Leasing Program**

Members leasing animals must turn in a completed lease agreement, into the Extension Office or uploaded to 4HOnline by May 15th. This form can be found on the Llama/Alpaca Project webpage of the Purdue Extension Website <https://extension.purdue.edu/county/boone/4-H-Youth-Development/llama-alpaca-lease-agreement.pdf>

If you plan on exhibiting a leased llama/alpaca at the Indiana State Fair, you will also need to fill out the State 4-H lease agreement found here: <https://extension.purdue.edu/county/boone/4-H-Youth-Development/animal-lease-agreement1.pdf>

#### **Livestock Location Form**

If any of your livestock are not housed on your family's residence you **must complete a Livestock Location Form. This can be done online at:** <https://forms.gle/aEs7JttGVUjKE5F16> **and must be completed by May 15th.** This paperwork will be reviewed and kept on file at the Extension Office. See General Livestock #1 of the 4-H Handbook for specific details. This form can be found on each of the livestock project pages.

#### **Entering Animals in 4HOnline**

Livestock will be entered through 4HOnline. You will go to <https://v2.4honline.com/#/user/sign-in> and login to the account you created when you enrolled in 4-H online for this year. **You will have until**

**11:59pm on May 15th to enroll the animals online. After that, you will not be able to enter animals so if this is not complete then you will not be able to show at the county and/or state fair.**

**Don't have access to the computer or internet or just not that tech savvy?** That is fine. The Purdue Extension Office is here to help you! Stop in the Extension Office during office hours (8am-4pm) Monday- Friday and use the computers we have just for enrolling animals.

If you plan to show at the Indiana State Fair you will still need to go through the State Fair registration process on their website as in years past. For more information on registering for the 4-H livestock shows at the Indiana State Fair go to <https://www.indianastatefair.com/>.

**The first step to enrolling 4-H Livestock, DON'T WAIT TILL THE LAST MINUTE TO ENROLL ANIMALS.** If you have problems with the online process at the last minute you might be out of luck and I can't help you after the deadline. Work on this as soon as you can. You can go in as many times as you like to add/delete animals prior to May 15<sup>th</sup>. If you see that the animal is enrolled on the screen that means I can see that the animal is on the screen.

### **Other important information you need to know when it comes to enrolling livestock:**

**Co-enrolling Animals:** Animals may be co-enrolled within the same family (siblings and step-siblings). The animals may be listed under a single 4-H member or you may enroll each animal under each child. Either way the animals will be considered "co-enrolled" among the siblings in the family. At least 1 animal needs to be identified by each member enrolled in the project. Then at the fair each child will designate who will be showing each animal.

**Ownership and Registration Requirements:** 4-H animals must be registered in one of the following ownership methods:

- a. In the 4-H members' name;
- b. John Smith and Sons;
- c. John Smith, Sons and Daughters;
- d. John Smith and Family (family includes sons, daughters, and legal guardian youth only);
- e. Mark Smith (brother) and Mary Smith (sister);
- f. Family corporations, where the 4-H members' name appears as a holder of stock in the corporation, and proof of same must be supplied on or before the enrollment date;
- g. Family partnership where the 4-H members father, mother, brother, sister, aunt, uncle, grandparent, and/or legal guardian is also in the family partnership and the 4-H member's name appears on the legal, notarized partnership. A copy of the written document must be attached to the enrollment form before the enrollment deadline.

**Livestock Health Papers (CVD):** The Boone County 4-H Fair Board will NOT be requiring exhibitors to present a Certificate of Veterinary Inspection when checking in their animals at the 4-H Fair. All animals will be inspected for contagious diseases, ringworm, fungus, etc. prior to being allowed to unload from the trailer, as has been past practice.