

Checklist

4-H Enrollment:

- _____ Create profile and enroll on v2.4honline.com after October 15. The earlier you register, the better so you stay up to date with information
- _____ Pay \$15/child program fee (\$45 maximum/family). Can be done online (preferred method) or send in check ASAP for enrollment to become active. Mini 4-Hmembers do not have to pay a program fee.
- _____ Declare at least one club and one project. Can be added, dropped, and changed at any time before **May 15**; log into your account at any time to do so.

Projects: Every exhibitor should have a folder in which they keep their updated Record of 4-H Achievement sheet, plus the necessary record sheets for the current year. Sheets can be printed from <https://extension.purdue.edu/county/tipton/tipton-county-4-h.html>

- _____ Obtain a copy of the project requirements (online, in the office, in 4-H Handbook distributed in the spring)
- _____ Obtain a copy of the proper record sheet for that project (online, in the office)
- _____ Purchase Project Manuals in the Extension Office (not all projects have manuals. You can see if your project has a manual in the top box of the Project Requirement Sheet.) Complete the appropriate number of activities each year and record those on your project record sheet.
- _____ Obtain any other forms your project may require (skills cards, Arts and Crafts cards, animal vaccination forms, etc. Found on your project requirement sheet)
- _____ Purchase any poster boards*, poster sleeves*, or kits needed to complete the project at the Purdue Extension Office.
*available at the Extension Office at cost. Meets poster project requirements. You are not required to purchase these items from the Purdue Extension Office, but all poster displays need to meet general poster requirements.
- _____ Register projects being exhibited at the fair in FairEntry by **July 1**.
- _____ Check in your projects for judging/exhibition at the proper time (most building projects will be checked in on the Monday afternoon before the 4-H Fair. Exceptions include fashion revue, consumer clothing, foods, pocket pets, and cats. *Be aware of when your project needs to be checked in.*)
- _____ Attend the judging of your project to get feedback from the judge.
- _____ Pick up your project at the end of the fair.
- _____ Turn in your Achievement Points form, available online or in the office, to the Purdue Extension Office by September 1.

Livestock Projects (beef, sheep, goat, swine, horse and pony, rabbit, poultry): See the checklist above- these are additional steps required for Livestock Projects

- _____ Be familiar with identification requirements for the species and gender you are exhibiting. This includes 4-H requirements; registered animals will also need to have appropriate papers or certificates available.
- _____ Beef, sheep, and goats: Attend Animal ID/tagging nights in the spring
 - Beef ID Night- Tuesday, May 9, 4-6 pm
 - Sheep and Meat Goat ID Night- Wednesday, May 10, 4-7 pm
- _____ Swine Exhibitors: Obtain RFID tags at the Purdue Extension Office before **May 15** if you plan to exhibit at the Indiana State Fair.
- _____ Enroll animals in 4-H Online profiles by **May 15*** with ID information
 - *rabbits, poultry, and pocket pets submit paper forms. Rabbits and pocket pets are due **May 15**, poultry due **June 1**. Cats, dogs, and horses must submit vaccination forms before exhibition.
- _____ Horse and Pony exhibitors: return lease and/or safety forms by **May 15**
- _____ Submit yellow Animal Location Forms to the Extension Office by **May 15**
- _____ Beef, sheep, goats, swine, rabbit, poultry; Complete Youth for the Quality Care of Animals (YQCA) online, or attend Indiana 4-H Quality Care of Animals in person.
- _____ Enter for the Indiana State Fair at the appropriate time. Premium books and entry information can be found at www.indianastatefair.com. All questions about State Fair entry should be referred to the ISF Entry department.
- _____ Declare pen and stall requests in FairEntry by **July 1**
- _____ Attend penning and stalling day the Saturday before the 4-H Fair. Turn in record sheets and pay pen fees
- _____ Be aware of check-in and weigh-in times during the 4-H Fair
- _____ Sign up for the Livestock Auction prior to the auction. Look for an e-mail the week before the 4-H Fair.
- _____ Clean your pens before leaving the 4-H Fair