

March 13, 2025

Dear 4-H Llama Exhibitor:

As you prepare your Llama project, please read over this letter carefully to ensure that you're meeting all the requirements for the project. As always, if you have any questions, don't hesitate to contact the Llama superintendents, Adam Bumb (812 430-6979) or Mallory Bumb (270 860-6749) or the Purdue Extension Office at (812) 867-4935.

Animal Identification:

Enclosed you will find the animal ID instructions to identify your animals in 4-H Online. Ensure that your animals have met the animal ID requirements listed below. You can find a video on animal ID at <https://extension.purdue.edu/4-H/projects/animal-identification.html>.

Species	County Fair Requirements	State Fair Requirements	Deadline
Llama and Alpaca	2 Color Pictures of animal (showing face and all 4 feet)	2 Color Pictures of animal (showing face and all 4 feet)	May 15

Animals not enrolled by May 15 cannot be exhibited at the county or state fair.

Lease Agreements:

If you are leasing your animal, 4-H members are required to submit a copy of their Animal Lease Agreement to the Purdue Extension Office by **May 15**. A sample lease agreement is available online <https://tinyurl.com/leaseagreementanimal> OR at the Purdue Extension Office.

State Fair Information:

Information about State Fair entries and the electronic entry forms can be found online at <http://www.indianastatefair.com/state-fair/competitionscontests/4-h-competitions/>. Be sure to carefully read the State Fair requirements to ensure that your animal meets the requirements and you understand the fee schedules.

Don't hesitate to contact our office or your Superintendent with questions.

Sincerely,



Megan Hoffherr
4-H Youth Development Extension Educator

Enclosure: Animal ID Instruction Sheet
Shared/4-H Livestock/Llama/Llama Letter 25



Animal Identification

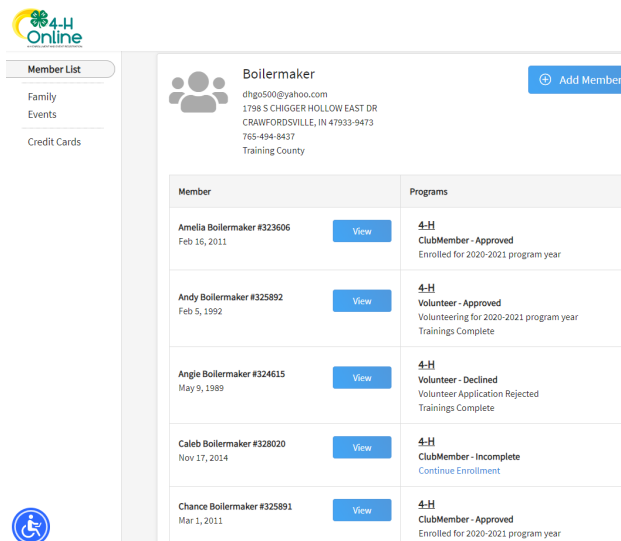
4-H members (Grades 3 – 12) must identify all Beef and Dairy Cattle, Goats, Horses, Llamas, Sheep and Swine in the 4-H Online system by the species deadline or earlier county deadline if applicable to be eligible for exhibition.

- Beef and Dairy Beef Steers, Beef Heifers, Beef/Dairy Feeder Calves, Dairy Cattle, Goats, Horses, Llamas, Sheep, and Swine must be entered into 4-H Online no later than May 15, 2025.

Animal Identification in 4-H Online

Please complete the following steps to identify your livestock in the 4-H Online system.

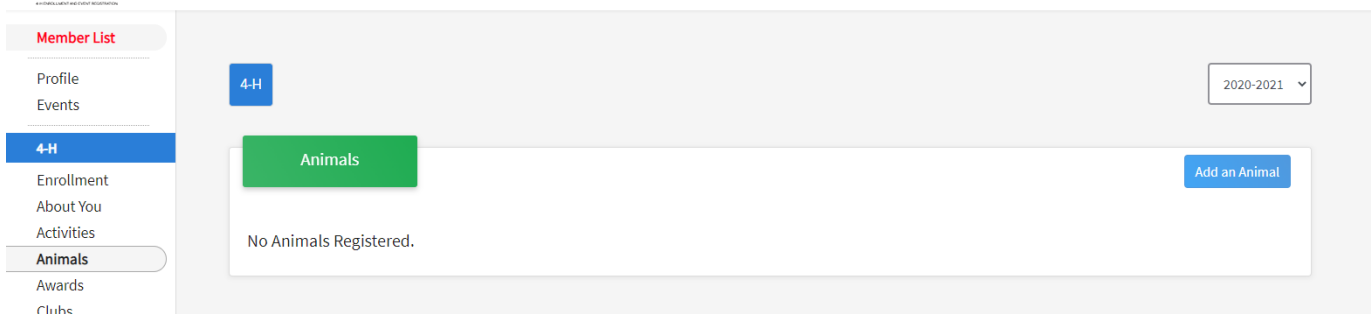
1. Login to your family profile at: <https://v2.4honline.com> using your family email address and password associated with your 4-H enrollment record.
 - a. If you have forgotten your password, please use the 'Reset password' option on the 4-H Online login page, and you will be sent a new temporary password.
 - b. If you have forgotten your family email address or turned in a paper 4-H enrollment form, please contact your local Purdue Extension Office for assistance.
2. Click View next to the Member's record for whom you would like to add an animal



The screenshot shows the 4-H Online Member List interface. On the left is a navigation menu with 'Member List' selected. The main content area shows a profile for 'Boilermaker' with contact information and an 'Add Member' button. Below this is a table with two columns: 'Member' and 'Programs'. The table lists five members with their IDs, birth dates, and program statuses.

Member	Programs
Amelia Boilermaker #323606 Feb 16, 2011	4-H ClubMember - Approved Enrolled for 2020-2021 program year
Andy Boilermaker #325892 Feb 5, 1992	4-H Volunteer - Approved Volunteering for 2020-2021 program year Trainings Complete
Angie Boilermaker #324615 May 9, 1989	4-H Volunteer - Declined Volunteer Application Rejected Trainings Complete
Caleb Boilermaker #328020 Nov 17, 2014	4-H ClubMember - Incomplete Continue Enrollment
Chance Boilermaker #325891 Mar 1, 2011	4-H ClubMember - Approved Enrolled for 2020-2021 program year

3. Click Animals in the navigation pane.
4. Click the blue "Add an Animal" button. (even if you have previous year animals that can be registered again, click "Add an Animal")



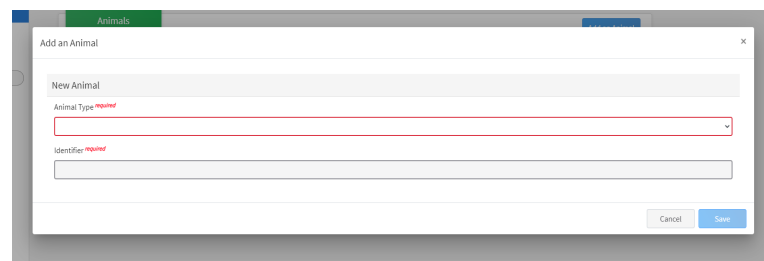
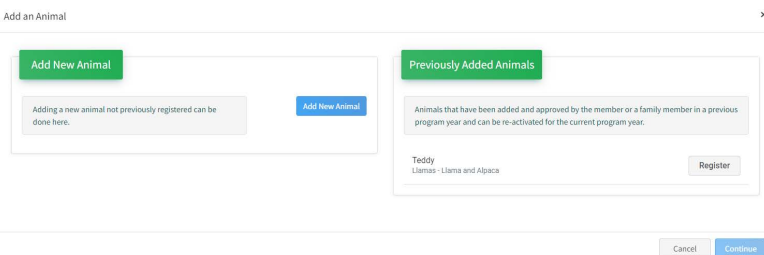
The screenshot shows the 4-H Online Animals page. On the left is a navigation menu with 'Animals' selected. The main content area shows a '4-H' header, a dropdown menu for the program year (2020-2021), a green 'Animals' button, and a blue 'Add an Animal' button. Below these elements, it says 'No Animals Registered.'



5. Click on "Add New Animal" to start adding a new animal **or** if you have animals that carry over from the previous year you **"Register"** those. Animals that can be registered from previous years **must be REGISTERED** every year by completing this step. You cannot select a previous year and assume they are there. Animals that carry over are Dairy Cattle Females, Horse&Pony, Llama&Alpaca, Dairy Goat Females, and Pygmy Goats (move onto step 9 if registering previous animal).
6. Select the appropriate animal type from the drop-down menu.
7. Enter the required Tag, Tattoo, or Animal Name as directed for the first step that will then allow you to proceed to the remaining identification process. (see Key) →
8. Click Save.

Key

Animal Type	Required Identifier	What do I put in this field?
Beef and Dairy Beef Steers	Tag	5-digit County Tag
Commercial and Market Heifers	Tag	5-digit County Tag
Beef Cow-Calf Pair	Tag	Calf's tag
Beef Feeder Calves	Tag	5-digit County Tag
Beef Registered Heifers	Tattoo	Tattoo
Dairy Feeder Steers	Tag	5-digit County Tag
Dairy Cattle Females	Animal Name	Animal's name
Dairy Goat Females	Tattoo	Tattoo
Dairy Goat Wethers	Tattoo	Tattoo or NA (if not applicable)
Meat Goats	Tattoo	Tattoo or NA (if not applicable)
Pygmy Goats	Tattoo	Tattoo, Microchip, or Scrapie ID
Horse and Pony	Animal Name	Animal's name
Llama and Alpaca	Animal Name	Animal's name
Sheep	Tag	5-digit County Tag or Scrapie ID (commercial ewes) or registration number (breeding ewes)
Swine Barrows	Tattoo	Earnotch (Pig's Right Ear-Pig's Left Ear)
Swine Gilts	Tattoo	Earnotch (Pig's Right Ear-Pig's Left Ear)



9. Read the on-screen instructions for Animal ID requirements for County Fair and Indiana State Fair Exhibition.
10. Click on the button "Show Questions" after reading the instructions.
11. Required fields are indicated, but be sure to complete all other visible fields as applicable.
12. Click next once completed. If animals have been carried over, the ID information will already be there.
13. Upload any files if required or necessary for the particular Animal type. For animals that are carried over, new photos and files must be uploaded each year.
14. Click next once completed.
15. Review the entered information. Use the Back button at the bottom of the page to return to the previous screen to make corrections if needed.
16. Once the entered information is correct and reviewed, click the Submit button.
17. The animal information will display on the screen with the status, created, modified, and submitted date and time stamp (local time). You will also receive a confirmation email upon submission.
18. To add more animals for the same member repeat steps 3-17. To add animals for another member return to the Member List and View another member.

****Note**** Members are able to edit Animal ID information until the species specific Animal ID deadline of **May 15, 2025**. Click on the Animals tab from your account at any time to view the status for all of the animals for a member in the family.

Family Enrollment of Animals

Animals are automatically co-enrolled within the same family (Siblings and step-siblings). The animals may be identified under a single 4-H member in 4-H Online and be exhibited by a different sibling listed in the same family profile. **With this capability in 4-H Online, animals do not need to be entered under each 4-H member in the family.** The exhibit management program will allow a member to select to exhibit any animal identified by the family in 4-H Online. It is suggested that at least 1 animal be identified by each member enrolled in the project.