JUNIOR

OSCEOLA COUNTY FAIR
KISSIMMEE VALLEY LIVESTOCK SHOW
OSCEOLA COUNTY 4-H

POULTRY AUCTION HENS RECORD BOOK

Project Year:_____

Level Age as of Sept 1 of project year

Circle One:	Junior (8-10)	Intermediate (11-13)	Senior (14-18)

Exhibitor's Name:_____ **Age (as of Sept 1 of project yr.):**_____

4-H Club or Chapter:_____ **Years in Project (for this animal species):**_____

Leader Signature:_____ **Leader's Name:**_____

I hereby certify that as the exhibitor of this project I have been personally responsible for the care of this animal, have personally kept records on this project for the current year, and have personally completed this record book <u>in my own handwriting</u>.

Exhibitor Signature:_____ **Date:**____/____/____

I, the parent/ guardian certify that my child has completed this project and this record book and will comply with all the Rules and Regulations of this fair.

Parent/Guardian Signature:_____ **Date:**____/____/____

Livestock Drug Statement: I/We hereby certify that any drug, antibiotic, or biological substance which may have been administered by myself, or any other person, was done so in strict compliance with the manufacturer's label requirements or as prescribed by a veterinarian.

Exhibitor Signature:_____ **Date:**____/____/____

Parent/Guardian Signature:_____ **Date:**____/____/____

KVLS RECORD BOOK JUDGING

All record books are graded. A record book may be moved into the Pass/Fail category at the Record Book Committee's discretion if it is evident that the book has not been completed by the exhibitor.

ALL BOOKS ARE TO BE TURNED IN AT THE AUCTION POULTRY SKILL-A-THON.

AUCTION POUTLRY HENS RECORD BOOK

CHECK OFF LIST 2026-2027

Record books are due on **Wednesday, January 28, 2027** prior to taking the Skill-A-Thon **from 2:00 – 6:00 p.m.** at the KVLS Conf Room.

Report Cards: Are not required for the Poultry Auction Birds.

ALL EXHIBITORS MUST TAKE THE SKILL-A-THON AND MAKE A PASSING GRADE OF AT LEAST 70%.

KVLS CHECKLIST:

(COMPLETE AND SIGN THIS LIST BEFORE TURNING IN TO KVLS IN JANUARY)

Check Off		
____	**FOLDERS:** ***Graded Books:*** **4-H GREEN PROJECT COVER** (4-H Exhibitors), **BLUE PRONGED FOLDER** (w/ FFA logo glued to front) (FFA Exhibitors) ***Pass/Fail:*** **4-H GREEN PROJECT COVER/ OR PLAIN GREEN PRONGED FOLDER**	
____	**(The following items paper clipped inside front cover)** **TYPED AUCTIONEER STATEMENT KVLS SCORE SHEET**	
____	**PAGES IN CORRECT ORDER** [***SIGNED*** Cover Page, Project Expenses (Inventory, Animal, All Feed, Non-Feed Expense, Health), Other Income, Financial Summary, Demonstrations and Exhibits, Leadership and Citizenship, Certificates (Participation/Demonstration), Project Attachments (Project Story & Project Pictures), Club Meeting Log]	

Look through your record book again and make sure each page is complete.

NOTE: Show/Sale Record (pg. 12), Financial Summary/Project Summary ("AFTER SALE" data in the right column on pg. 13), Project Activities (pg. 18), and Meetings after fair (pg. 26) are to be **completed after** the Show and Sale.

REMINDERS! Your record book must be completed and receive a score of 70% or higher or a Pass (if in Pass/Fail) in order to participate in the KVLS Auction Poultry Hen Show and Sale.

Record books MUST be completed by the exhibitor in their own handwriting. If a book is turned in to the KVLS and it is evident to the committee that book has not been personally completed by the exhibitor, the record book committee reserves the right to place the book in the Pass/Fail category. If repeated two years in a row, the slot for the youth will not be held and the youth will be placed back in the drawing.**

Please sign below to verify that you have completed the above check off list.

Exhibitor Signature_____

Date ___/___/____

Parent/Guardian Signature

_____

Date ____/___/____

4-H CHECKLIST:

(COMPLETE AND SIGN AFTER FAIR BEFORE TURNING IN TO 4-H IN MAY)

Check Off		
____	**4-H GREEN PROJECT COVER or GREEN PRONGED FOLDER**	
____	**SIGNED COVER PAGE**	
____	**ALL PROJECT REPORT AREAS (post fair)** Show/Sale Record (pg. 12), Financial Summary/Project Summary ("AFTER SALE" data in the right column on pg. 13), Project Activities (pg. 18), and Meetings after fair (pg. 26)	
____	**UPADATED PROJECT STORY/ PHOTOS**	
____	**ACTIVITY LOG (SIGNED BY 4-H LEADER)**	
____	**CERTIFICATES for Leadership, Citizenship, Demo/Talk, Community Service (club level)**	
____	**UPDATE ANY EXPENSES (LIKE FEED LOG), PROJECT STORY AND PHOTOS**	

I personally prepared this report, and it is a true record of my 4-H project. **Record books MUST be completed in member's handwriting.**

Approval of this report

4-H Member Signature:_____

Date: ___/_____/_____

Parent/Guardian Signature:_____

Date: ____/_____/_____

Record books are due to 4-H on Monday, May 3, 2027 Make sure you fill-in after fair information to receive maximum points.

DEFINITION OF AN ACTIVE 4-H MEMBER Youth are defined as active members of the Osceola County 4-H program if: the youth has enrolled in 4-H Online, paid the enrollment fee, if applicable, specified at least one project area and followed through by completing and turning in at least one 4-H project report, scoring at least 70 points, to the 4-H office by the determined due date. An active member also needs to attend club meetings regularly (attend more meetings than you miss) throughout the 4-H year and attend at least one club meeting after the fair.

RECORD BOOK JUDGING SHEET

AUCTION POULTRY KVLS

Please paperclip this score sheet and Auctioneer Statement to the front of book

NAME _____ AGE LEVEL ___ JR ____ INT _____ SR

CLUB_____ PROJECT AREA_____

**** Please see instructions on page 2, under KVLS checklist, for information about required covers.**

Points will be deducted per section for spelling and math errors (per section). **No plastic sleeves on pages.**

SECTION	COMMENTS	POSSIBLE POINTS	BONUS POINTS	AWARDED SCORE (w/o BPts)
Cover Page		4		
Checklist Page		4		
Inventory: Animal and Equipment		25		
Expenses: Feed, Hay, Non- equipment, and Vet (health)		25		
Project Financial Summary		10		
Knowledge and Skills, I gained		5		
Project Story		15		
Project Pictures (Min 3 - Max 20 with handwritten captions / description of activity in photo and dates)		10		
Neatness		2		
Subtotal - Possible Score		100		
Tie Breaker - Bonus Points from Skill-a-thon Bonus Section		TOTAL BONUS POINTS		
Total Points Awarded			Subtotal + Total Bonus Pts	

No plastic covers on pages

100 – 90 Blue
89 – 80 Red
79 and under White

JUDGE'S COMMENTS: _____

AUCTIONEER STATEMENT INSTRUCTIONS

Complete and **TYPE** Auctioneer Statement on next page and attach it to the inside of the front cover of your record book.

Due to the limited time available, and the high number of animals to be auctioned, ***statements must be brief***.

- Type the statement in a 16-pt. font. Arial or Times New Roman
- 100 words or less
- Write it in 3rd person (she, he, her, his), NOT in 1st person (I, me, my).

Things you ***may*** include:

- The exhibitor's name (commonly called, not formal), age, school grade (7th, 8th – not A, B) and school name (DO NOT include the word "School" following "Elementary," "Middle," or "High.");
- The animal's name, your club's name and any offices you currently hold (do not use the word, "currently");
- The number of years you have been in 4H/FFA and number of years in this poultry project;
- Something learned/experienced this project year (relating to the project –serious or humorous).
- What your earnings will be applied toward.
- If you are a senior, mention that it is your last year and any goals/plans you have (college/major, military, etc.); and
- Any special thank-you's or acknowledgements.

Read it carefully and remove any unnecessary words.

AUCTIONEER STATEMENT

EXHIBITOR'S NAME _____

NAME OF ANIMAL _____

Please type a short one paragraph story (100 words or less) about yourself for the auctioneer to read before he/she auctions your animal. Remember, this page **must be typed** in 16 pt. font (Arial or Times New Roman) and attached by a **paper clip inside the front cover**.

Osceola County 4-H Project Report Score Sheet ☐ JR ☐ INT ☐ SR

Name: _____ Project: _____

Club: _____ Years in Project: _____

Points Earned	Possible Points	Criteria	Comments
Section 1: Project Plans and Goals (5 points possible)			
	5	**This is what I want to accomplish this year:** 1. Ability to set obtainable and relevant goals. 2. Goal should be in project area. 2 points off if not.	
Section 2: Project Overview (35 points possible)			
	9	**4-H Presentations:** 1. 3 points off if 1 presentation is NOT in project area 2. A minimum of 1 oral presentation related to your project work. 3. Expectations: JR-1, INT-2, SR-3	
	4	**Exhibit:** 1. Automatic 2 points off if one exhibit is NOT in project area 2. A minimum of one exhibit must be in your project area. 3. Two exhibits required	
	8	**Leadership:** 1. Automatic 2 points off if one is NOT in project area 2. A minimum of one leadership activity in your project area. 3. Expectations: JR/INT-2, SR-4	
	8	**Citizenship: NOT required in project area** 1. Expectations: JR/INT-2, SR-4	
	6	**Knowledge and Skills, I Gained:** 1. One item under each category should be checked.	
Section 3: Project Attachments (60 points possible)			
	10	**Financial Summary Page:** 1. All sections that are applicable should be filled out.	
	24	**Activities/Project Book: 4 points for each activity completed** 1. Completed required number of activities (six) outlined in the project as evidence of learning project skills. 2. Activity Forms can be submitted for an activity you completed. 3. Approved county level workshop certificates (with Agent signature) may be substituted as an activity. 4. Leader signature is acceptable for Market Animal projects.	
	14	**Project Story:** 1. Story portrays experiences with project work. 2. Answers required questions. 3. Meets length requirements (JR-4 paragraphs, INT-5 paragraphs, SR-6 paragraphs). 4. Shows a beginning, middle and end. 5. If a market animal project, includes information after fair. 6. See guidelines under Additional Project Attachments.	
	10	**Project Pictures:** 1. Automatic 3 points off if captions or dates are missing 2. Shows member actively engaged in learning experiences with their project (evidence of beginning, middle, & end, with captions & dates). 3 points are given for completion of each section. 3. Minimum of 3 photos & maximum of 20. (Max of 4 per page.) Separate out project, citizenship, and leadership pictures. 4. Printed photo collages are allowed.	
	2	**Club Meeting Attendance:** 1. Must attend meetings before fair (1-pt) 2. Must attend one meeting after fair (1-pt)	
	100	**Total Score**	

Evaluator: _____

PLEASE READ PAGE 27 FOR INSTRUCTIONS ON HOW TO COMPLETE THE PROJECT STORY AND PROJECT PHOTOS SECTION.

HELPFUL HINTS

- Read the whole record book thoroughly before you start. You may want to make a copy of your record book to use as a rough draft.
- Fill in the inventory first, use last year's book and start with what you already have on hand.
- Keep your records up to date.
- If you need more pages, print them yourself and fasten them in the book.
- When items or supplies have been **donated** to you for use in your project, make sure to give the item or supply a value.
- Do not include materials in the Record Book that will add "bulk" (example: various scrapbook embellishments, such as buttons, eyelets, ribbons, dimensional stickers, letters, etc.) Use only "flat" stickers, photos, etc.
- Do not confuse page numbers with section numbers.
- **Buyer Letters must be attached and typed.**
- Record books must be completed in order to be eligible for the sale. Incomplete record books will receive a zero under record book and returned to the youth at fair check in to complete. Failure to complete the record book will result in not being able to sell the birds and default to the production trio rules and awards.

*****Double check and triple check your math figures. Check your spelling too.

****Don't forget to depreciate equipment at the end of the project, animals would be at the resale value (this is what it would be if you sold your animal at market).**

NOTICE TO PARENTS: Parents may, and should, provide leadership and guidance for the exhibitor. However, the Record Book must be compiled and completed by the exhibitor **in their own handwriting.** If a book is turned in to be graded and is found to not be in the exhibitor's handwriting, the book will be moved (at committee's discretion, to the Pass/Fail category).

CURRENT YEAR: All information in this Record Book is to include those activities and events you have done this project year (beginning to end of project). Do not include information that you did last year, or the years before, only include current information. Please list date in **mm/dd/yy** format for all pages. ***Your animals & feed costs should only include the Auction Birds.***

NEATNESS: You can use either a pencil or pen. You may either print or use cursive writing. You may use lined or plain papers for your story and picture pages. (Make sure there are no ragged edges). If you make a mistake, erase it completely, or use white-out to correct pen errors. Make your records as neat as possible. **THE ONLY SECTIONS THAT CAN BE TYPED ARE THE PROJECT STORY AND THE AUCTIONEER'S STATEMENT. PHOTO CAPTIONS / DESCRIPTION OF ACTIVITY IN PHOTO MUST BE HANDWRITTEN (DATE MUST INCLUDE MONTH/DAY/YEAR).**

ACTIVITIES: A total of 6 activities need to be completed. Certificates for interactive activities and workshops issued by the Extension Office may count toward your six required activities. It is recommended that you complete the Skill-A-Thon book to help prepare you for the Skill-A-Thon. Skill-A-Thon books can be found on the Osceola County Fair web site under navigation tab PARTICIPATE>LIVESTOCK>RECORD BOOK & SKILL-A-THON BOOKS. Note: Studying for the skill-a-thon is not an approved activity. Attending chick pickup and leg banding is not considered an activity. Completing the Activities in this record book do count towards your activities. If an activity has a section A and a section B – both sections MUST be completed to count as one activity. **Before turning in to 4-H in May have your leader sign the Activity Page showing they have seen your six (6) completed Activities.**

WHY KEEP RECORDS?

- To have an account of all your accomplishments in one place.
- Records point out the advantages and disadvantages of projects.
- Records reflect your interest as a 4-H/FFA member.
- Records show self-improvement and service to others.
- Records show others what you have done.
- By keeping records, this will train you for future work.
- Records can qualify you for contests, awards and scholarships.

AUCTION POULTRY HENS PROJECT INVENTORY

Project Terms and Explanation

Notes for Project Inventory

1. **Project Year - Based on a calendar year. The current project year is same year as current Fair,** (beginning in August).
2. **Beginning Inventory –** is the cost or value at the beginning of the project.
3. **Depreciation of 10%** - This will be the amount to be deducted for this year. Depreciation is the loss in value of your assets and is an expense. This calculation should be displayed as a money value. Your work needs to be checked with a calculator.
4. **Value at the end of the project**- This is the value at the beginning of the project minus the depreciation.

IF AN ITEM IS GIVEN TO YOU OR DONATED INCLUDE A PRICE IN THE PURCHASE COST COLUMN, AS THIS ITEM STILL HAS VALUE. Note that it was donated beside item. If you build something large with a lot of parts (like a pen) please put the total value of the constructed item.

PROJECT INVENTORY / ASSETS

List all equipment and assets you had at the beginning of the project. After listing existing inventory, you must list items you purchased this year that you will keep after the project is finished. List all equipment that is used for the project or points will be deducted. If an item is a gift, it will still need to be given a dollar value. **List items you will keep past the end of this project on this page only** (inventory examples include clippers, blowers, chutes, tack, etc.) Do NOT list expendable items such as shampoo, etc. **Refer to Project Terms and Explanation, for descriptions of each column. ALL NUMBERS SHOULD BE ROUNDED TO TWO DECIMAL PLACES.**

Item Description	Value at beginning of project	Depreciation (10% of beginning value) amount **(B)**	Value at end of project **(C)**
Bucket	*6.39*	*6.39* 0.10=* **0.639 ≈ 0.64**	*6.39-.64 =* **$5.75**
Brush	***4.99***	*4.99* 0.10 =* ***0*.499 ≈ 0.50**	*4.99- 0.50=* **$4.49**
Value at Beginning **(A1)** .	**$**	//////////////////////////////// ////////////////////////////////	//////////////////////////////// ////////////////////////////////

***Equipment purchased during the year*:**	***Amount Paid***	***Depreciation***	***Value at end of project***
Costs of equipment purchased this year **(A2)**	**$**	//////////////////////////////// ////////////////////////////////	//////////////////////////////// ////////////////////////////////
Total Depreciation (Depreciation is an Expense) Add all lines in column	//////////////////////////////// //////////////////////////////// ////////////////////////////////	**$**	//////////////////////////////// //////////////////////////////// ////////////////////////////////
Value at End/Total Assets Add all lines in column C	//////////////////////////////// ////////////////////////////////	//////////////////////////////// ////////////////////////////////	**$**

ANIMAL EXPENSE

List all birds you owned at the beginning of the project. **ALL NUMBERS SHOULD BE ROUNDED TO TWO DECIMAL PLACES.** ****ONLY INCLUDE CHICKS/BIRDS BOUGHT FOR AUCTION.**

****Beginning $ Value:** Purchase cost of chicks at the beginning of the project. **(INCLUDE ALL THE CHICKS BOUGHT)**

***$ Value at the end of project**: Your animal's value should increase. This is an estimated value. **DO NOT CHANGE AMOUNT OF ESTIMATE VALUE AFTER FAIR, there is a section for after fair amounts. If they died then the value is $0.00**

****NOTE: If you sold any birds before the auction, that money is recorded under income and the estimated value would be zero ($0.00) and not included in an estimated value. If you sold any after the auction – record under income $ sold for.**

	Class	Breed	Variety	Date Acquired	Beginning Value (A)	Est. Value at end of Project (B) see above	Sold**, Died, Kept
	Commercial	[redacted]	Black	8/23/26	$6.00	$50.00	Kept
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Beginning Value (A)	//////////	//////////	//////////	//////////	$	//////////	//////////
Estimated Ending Value (B)	//////////	//////////	//////////	//////////	//////////	$	//////////

After Sale Figures:

Total Sold at Auction:	3	**Total Died**		**Total Sold not in auction****		**Record amount in the income section. (Page 14)
Total Kept		Value of each Bird		**Total Ending Value of Birds Kept (C)**		

Note: Be sure your total that was sold at auction (3), number that died, those sold outside of the auction, and the total kept equals the 10 birds bought at start.

FEED EXPENSES

List all feed and hay expenses on this page (list each feed purchase separately). List all weights of feed including weight of hay, brand and percentage of feed. **Only list expenses related to the beginning with or related to the Chick Pick Up at KVLS and feed related to the auction birds, if you have other birds you will need to break it down to reflect only the cost associated with the feed of the auction chicks/birds**.

Before you turn in to KVLS in January, include estimated dates and amounts for feed purchases that will/may be made after record books are turned in in January. **Please make a note beside the dates** that these are estimated amounts **(write EST).** Include these amounts in your total.
Before you turn in to 4-H in May, place the actual amounts with actual feed purchases through fair. Remember to recalculate your totals that does not include the estimate but the actual cost.

Date	Description	Paid to	Pounds	Total Cost
Subtotal Pre-fair		//////////////////////////////	(A) LBS	$ (B)
	Estimated feed purchased if planning to	purchase between time turning in book & fair	//////////////	//////////////
Total - Including Est.		//////////////////////////////	(C) LBS	$ (D)
*After Fair actual Feed Cost – **DO NOT include the estimated amount above use actual in total below.***				
Subtotal After Fair		//////////////////////////////	(E) LBS	$ (F)
Page Total - Pounds of Feed not including estimated		Actual pounds feed purchased Pre-fair (A) plus actual feed purchased after fair (E).	LBS	//////////////
Page Total - Feed Cost not including Estimated		Actual costs of feed Pre-fair (B) plus the actual costs of feed purchased after feed (F).	//////////////	$ (G)

NON-FEED EXPENSES

List everything that you spent money for that you will **NOT** have at the end of the project, and it is not feed. This includes entry fees for Jackpot Shows, veterinary expenses, bedding, marketing costs and other expendable items such as shampoo, shoe polish, hair spray, printing, postage, medicines, Health Certificate, Service Fees, etc. Any items that are considered inventory are to be included under inventory (bucket, brush, etc). This is for other non-feed expenses only. **Only list expenses beginning with or relating to the Chick Pick Up at KVLS**.

Date	Description	Paid to	Total Cost
12/17/2023	Wormer	Tractor Supply	8.28
Total Non-Feed Expenses		//////////////////////////////	$

HEALTH RECORD

This should include a record of any health-related activities (de-worm, vaccinate, checking on the general health, or use of veterinarian services for any other reason). This should include what you used, how much you used, and what you used it for.**NPIP Testing, if completed before the fair, it should be included. If NPIP Testing is not done until fair, record as date of check in. Not recording the NPIP testing will result in points being taken off. IF ANIMAL IS HEALTHY THROUGHOUT THE PROJECT MAKE NOTE OF THAT. However, it should include dates you checked on their general health.**

Date	Description of activity	Product used	Dosage	Withdrawal Time
10/12/25	Found mites	Adams Flea & Tick Shampoo	cap	none

THIS SECTION SHOULD NEVER BE BLANK. YOU SHOULD BE CHECKING HEALTH.

Date	Description of activity	Product used	Dosage	Withdrawal Time

*****NPIP testing must be recorded (note if done at fair enter date of check in or date if done at your home). One (1) point will be deducted from financials if missing.**

QUESTIONNAIRE

Check the following that apply to your project –
Were your chickens bothered by: (Check all that apply)

_____Coccidiosis _____Lice

_____Fowl Pox _____Fleas

_____Newcastle _____Mites

_____Bronchitis _____Ticks

_____Leucosis _____Worms

_____Pullet Disease _____Others: _____

_____Colds _____None of the above

OTHER INCOME

Other project income should be recorded here; such as prospect show premiums or other money earned (IE Birds or eggs sold). **IF YOU HAVE NO OTHER INCOME FROM THIS PROJECT PRIOR TO THE SHOW ENTER ZERO.**

Date	Description – Before Fair	Total
11/6/2026	4th overall- XYZ Open Show	$ 50.00
11/6/2026	Sold 3 hens at $10.00 each (*NOTE – this is only for birds not sold at auction)	$ 30.00
	Subtotal (Before Fair) (14a)	
Date	**Description – After Fair Income **Do not include fair premiums here**	
	Total other income, if none, enter zero (14b) (add all lines including above)	$

SHOW RECORD (to be completed in May, after show/sale)

AWARDS & RECOGNITIONS RECEIVED IN THIS PROJECT

SHOW DATE mm/dd/yy	PLACE/RIBBON/OVERALL CLASS PLACING	Did you auction your birds?

AWARDS RECEIVED (check any that apply, then beside write your placing, if Other please list)

☐ Record Book_____ ☐ Showmanship_____ ☐ Skill-A-Thon_____ ☐ Premier Exhibitor_____

☐ Poster_____ ☐ Other_____

Fair premiums not included in auction money or add-on money received (14c) $_____

SALE RECORD (to be completed after the sale)

SALE DATE mm/dd/yy	BUYER	TOTAL SALE PRICE
		15(a)

PRICE PER PEN		*PRICE PER BIRD	

***PRICE PER BIRD IS (PRICE PER PEN/3 BIRDS)**

If you received add-ons, write the amount(s) below under Sponsor Income.

(15a) TOTAL SALE INCOME AMOUNT	**$**

SPONSOR/ADD-ON INCOME

You should record here any money given to you, to support your project, by sponsors. Do not turn in your money - You are responsible for collecting monies pledged.

Sponsors name	Total
Total sponsor income, if none, enter zero (15b)	**$**

FINANCIAL SUMMARY

Find your PROFIT or (LOSS) on this page. Use the section numbers from your record book, or page numbers as indicated below. Enter the amounts below, then calculate the Total Receipts (Income) and Total Expenses. Make sure all amounts are shown with **2 decimal places** (see page 7 for example)**.** If an amount is zero, please write as $0.00. DO NOT LEAVE ANY AREAS BLANK ON BEFORE SALE SIDE (WRITE $0.00 if there is no amount to record.) All amounts should end in a decimal. Ex: write $500.00 not $500

RECEIPTS / INCOME	**BEFORE SALE**		**AFTER SALE**
1. Ending Project Inventory/ Assets (pg. 9, column C)		1	
2. ***Animal Value*** (pg. 10, column B) Used estimated value before sale		2	xxxxxxxxxxxxxxx
3. Other Income (pg. 14, section 14a -before & 14b -after)		3	
4. ***Sale Price of Trio*** (pg.15, section 15a)	xxxxxxxxxxxxxxx	4	
5. Animal Value of birds kept (pg. 10, column C)	xxxxxxxxxxxxxxx	5	
6. ***Fair Premiums*** (pg. 14 section 14c)	xxxxxxxxxxxxxxx	6	
7. Sponsor / Add-on Income (pg. 15, section 15b)	xxxxxxxxxxxxxxx	7	
8. Total Receipts / Income Before Sale (Add lines 1 thru 3) After Sale (Add lines 1 thru 7)		8	

EXPENSES			
9. Beginning Project Inventory/ Assets (pg. 9, section A1)		9	
10. ***Animal Expense*** (pg. 10, column A)		10	
11. ***Costs of Equipment*** (pg. 9, section A2)		11	
12. ***Feed Expenses*** (pg. 11, section D before fair and section G for after fair)		12	
13. ***Non-Feed Expenses*** (pg. 12)		13	
14. ***Other Deductions*** (Ex: Ultrasound, Check-off Fee, Buyer's Gift	xxxxxxxxxxxxxxx	14	
15. Commission* to KVLS *5% x Sale Price	xxxxxxxxxxxxxxx	15	
16. Total Expenses Before Sale (Add lines 9 thru 14) After Sale (Add lines 9 thru 15)		16	

BEFORE SALE		**AFTER SALE**
17. Total PROFIT OR (LOSS) Subtract Total Expenses from Total Receipts [Line 8 – Line 16 = P or (L)]. If a Loss indicate in parenthesis along with a - sign. Ex: (-$355.48)	17	

Section 1: Project Plans and Goals

Complete this section at the beginning of your project.

Goals are your plans for the year. They should be specific, measurable, achievable, realistic, and timely (S.M.A.R.T.)
A goal is a statement that reflects something you aim to accomplish **within your project**.
S=specific, M=measurable, A=achievable R= relevant, and T=Timely
Please fill in the following statements about your project goals for the year.
**Remember to include your goals in your story. Explain how you achieved your goal and if you had any problems that arose and how you overcame them.

This is what I want to learn this year (choose two project goals within your project):

1. _____

_____

_____

_____

2. _____

_____

_____

Member Signature: _____ Date: _____

This is what my leader/adult agreed to help me do:

_____

_____

_____

_____

_____

Leader/Adult Signature: _____ Date: _____

Section 2: Project Overview

Presentations

List your 4-H Presentations (demonstrations and illustrated talks). This is an opportunity to tell others about your 4-H project. Some examples of places that 4-H Presentations can be done are at 4-H club meetings, County Events, District Events, school, etc. Presentations should not occur at home. If your club meets at your home, write club meeting as the location. **If listed in Presentations section, they cannot be listed in Leadership Section.** Three points will automatically be deducted if NO presentation is listed in project area.

4-H REQUIREMENTS: complete by May turn-in

- Juniors: 1 presentation, MUST be project related.
- Intermediates: 2 presentations, 1 MUST be project related.
- Seniors: 3 presentations, 1 MUST be project related.

KVLS REQUIREMENT: 1 presentation (by record book turn in (January)

DATE	PRESENTATION TTLE/ PROJECT AREA	LOCATION
Ex: 11/30/23	Different Dog Breeds/ Dog	4-H County Events, Osceola Extension, Kissimmee

Exhibits

Exhibits are an opportunity for you to **show what you learned within your 4-H project.** This may be done by exhibiting something in the fair (for example showing your animal, participating in Fashion Revue, creating a game board, project tabletop) or through a contest (for example Marine Ecology, Consumer Choices, showmanship at Fair, showing at a prospect show, showing in the fair). **Skill-a-thon not an exhibit.

4-H REQUIREMENT: complete by May turn-in All: 2 Exhibits, 1 MUST be project related.

KVLS REQUIREMENT: Minimum of 2 (can also list upcoming show/sale or events in February).

DATE	PROJECT AREA/ EXHIBIT	LOCATION
Ex: 02/09/24	Hog/ Junior Showmanship	KVLS Livestock Pavilion, Kissimmee

Leadership

Leadership is defined as any time when you **teach or lead others.** Keep in mind that sometimes a demonstration can be considered leadership. This is only if the audience is also doing the task at the same time. **If it is listed in the demonstration/presentation section, it cannot be listed for leadership.**
PLEASE LIST EACH LEADERSHIP ACTIVITY SEPARATELY.
Examples: camp counselor, club officer, show others how to groom an animal, Farm City Ambassador, etc.

REQUIREMENTS: Juniors & Intermediates: 2 Leadership Activities, 1 MUST be project related.

- Seniors: 4 Leadership Activities, 1 MUST be project related.

Two points will automatically be deducted if NO leadership is listed in project area.

KVLS REQUIREMENT: 1 Leadership (by record book turn in (January). **Remember by the time you turn in your book for 4-H one leadership must be project related.

DATE	DESCRIPTION OF ACTIVITY	YOUR ROLE
Ex: 11/13/23	Lead a workshop on grooming	Taught others how to clip their steer for a show.

Citizenship/Community Service

Citizenship is anytime you have **helped others.** Did you help someone out? Did you donate something? Did you help the environment? Did you volunteer or donate your time to something you didn't personally benefit from? PLEASE LIST EACH CITIZENSHIP ACTIVITY SEPARATELY.
Example: helping a friend build a hog pen, help pick-up litter, or donating your old show shirt to a 4-H member.

REQUIREMENTS: • Juniors & Intermediates: 2 Citizenship/Community Service Activities
• Seniors: 4 Citizenship/Community Service Activities

Date	Description of Activity	Your Role
Ex: 10/15/23	Volunteered with Heavenly Hooves at Partin Ranch Corn Maze	Help gave pony rides

***Even if including a certificate chart from your leader in the back for presentations, leadership, or citizenship; these pages still need to be filled out.**

Knowledge and Skills, I Gained

There are many things to learn in 4-H. Check each item below that you learned or improved in 4-H during the past year. One item or more items under each category should be checked.

I learned or improved my ability to…

HEAD (*Independence*)
_____try something new
_____set goals for myself
_____plan a project
_____keep myself organized
_____keep track of finances
_____keep records of my work
_____gain knowledge of my project
_____get more information about something I am interested in
_____use resources wisely
_____participate in a business meeting
_____run a business meeting
_____make wise choices and decisions
_____solve problems
_____learn from my mistakes
_____understand that it's ok to change my mind if I need to
_____pay attention to instructions

HEART (*Belonging*)
_____speak confidently in front of a group
_____give a public presentation
_____share my feelings or point of view
_____make myself understood without bullying or being loud
_____listen to other people
_____respect someone else's feelings
_____resolve differences of opinion
_____appreciate my cultural heritage
_____accept people who are different from me
_____get along with other kids
_____make others feel welcome
_____stand up for others
_____make new friends
_____appreciate the importance of about myself friendships in my life

HANDS (*Generosity*)
____work with others
____work within a group
____work within a committee
____work with adults
____get past differences to reach a goal
____help others to succeed
____make something with my hands
____explore a career I am interested in
____follow directions
____lead others
____find ways to make a positive contribution to society
____understand the importance of community service
____see that my efforts can make a difference
_____take the initiative to start something on my own

HEALTH (*Mastery*)
_____understand my strengths and weaknesses
_____finish something I started
_____be proud of my accomplishments
_____accept change
_____see that my character can affect a situation
_____take responsibility for my own words and actions
_____deal with winning and losing gracefully
_____be careful and practice safety
_____appreciate the importance of good health
_____stay healthy
_____feel good

Other: _____

_____

_____

Section 3: Project Attachments

4-H Project Book/ Activities

(ONLY for 4-H Members)

Please list the six activities you completed in your 4-H project area (even ones on attached Activity Form). If activities were completed in group setting, please attach certificates with County Agent signature. There must be at least six activities—these can be within the book, activity certificates or a combination or book and activity certificates.

Before turning into 4-H in May, complete the table and have your leader sign* the bottom verifying they have seen the six (6) completed activities listed.

Only complete the **Activity Form** (next page) for the following:

- a workshop (if no certificate was given)
- a prospect show you attended or participated in that was not put on by 4-H/KVLS
- any activity completed outside of the record book.
- if has parts A & B, both parts must be completed for full credit.

Examples:

- Steer Parts, 10/1/26, Page 17
- Steer identification plate, 12/3/26, Activity Form and picture page 25
- Pin the parts on the hog, 1/7/27, Certificate from club leader (activity done at a club meeting)
- Goat Workshop, 1
- 1/25/19, Activity Form and certificate

The purpose of the activity sheet is to share what you learned ***in your PROJECT AREA***. **A form is included in the packet and does not include chick pickup or banding or studying for the skill-a-thon.**

***MISSING Certificates, Activity Forms, or activity not project related will result in not getting credit

Activity	Date (mm/dd/yy)	Page #/Certificate/Activity Wks
1.		
2.		
3.		
4.		
5.		
6.		

Osceola County 4-H Record Book Activity Form

(ONLY USE IF YOU DO NOT HAVE PROOF OF WORK-CERTIFICATE, ACTIVITY PAGES, ETC.)
Do not complete this form for Skill-A-Thon activities.
Submit separate form for each activity you need proof of.

What activity did you complete (title) and when (date)?

_____

_____

What did you learn?

_____

_____

_____

_____

_____

_____

How did this activity help you with your project? _____

_____

_____

_____

_____

_____

Activity Section

If an activity has A, B, or C
you must complete all parts to receive full credit.

Remember attending Workshops or Poultry Shows is an activity.

***You must include a certificate or fill out the Activity Form to receive credit.**

Activity 1

A young chicken under five weeks of age is called? _____

A male chicken less than one year of age is called? _____

A female chicken under one year of age is called? _____

A male chicken greater than one year of age is called? _____

A female greater than one year old is called? _____

What is the normal body temperature of a chicken? _____

What is the heartbeat of a chicken per minute? _____

How many breaths per minute does a chicken take? _____

Do chickens pant or sweat to get rid of heat and moisture from the body? _____

What is the most essential nutrient and is involved in all body functions? _____

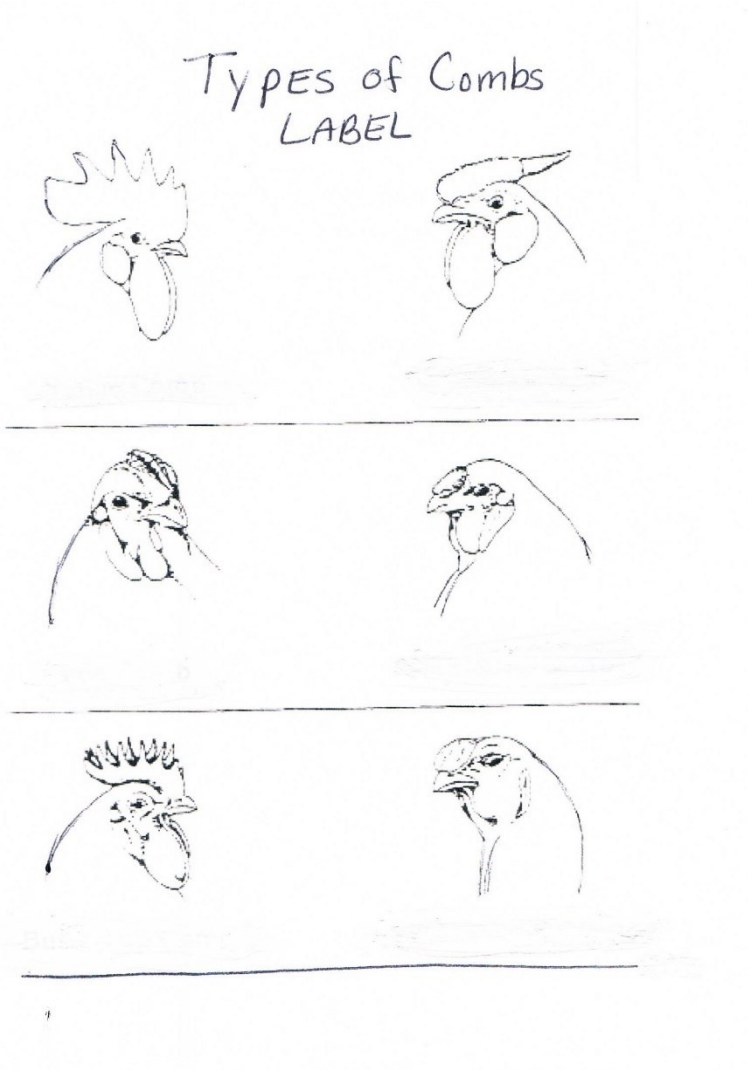
The dietary requirement for protein is highest for? _____

What is the protein amount you should be feeding new born chicks? _____

Does the need of the protein percent of your chickens increase or decrease as they grow from chicks to mature layers? _____

Name the commonly classified poultry feeds: _____

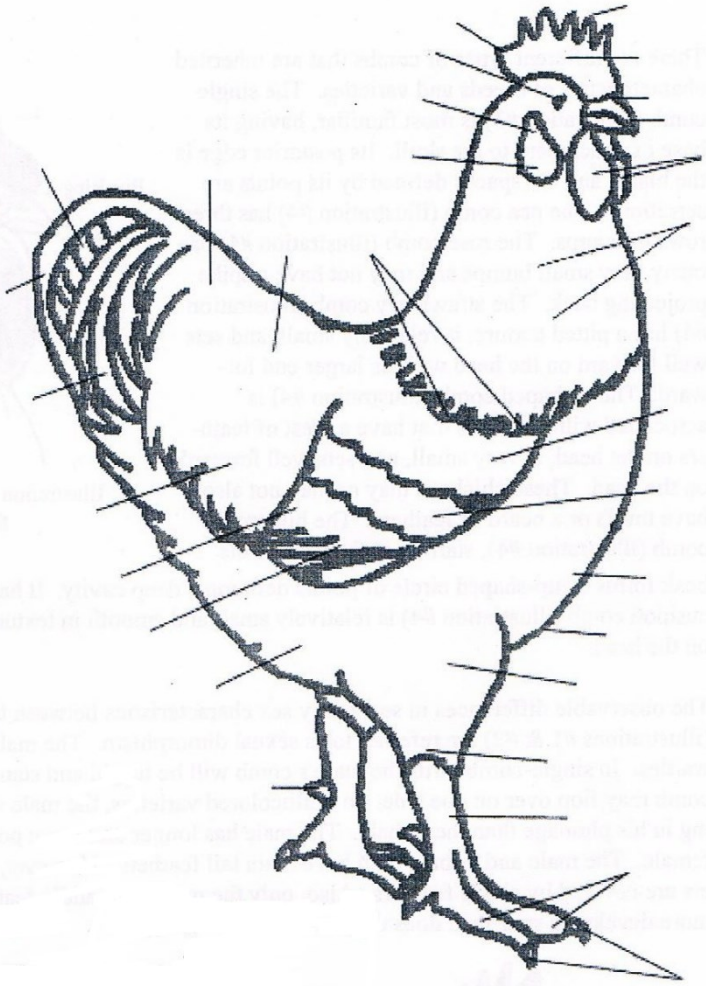
Activity 2



Activity 3

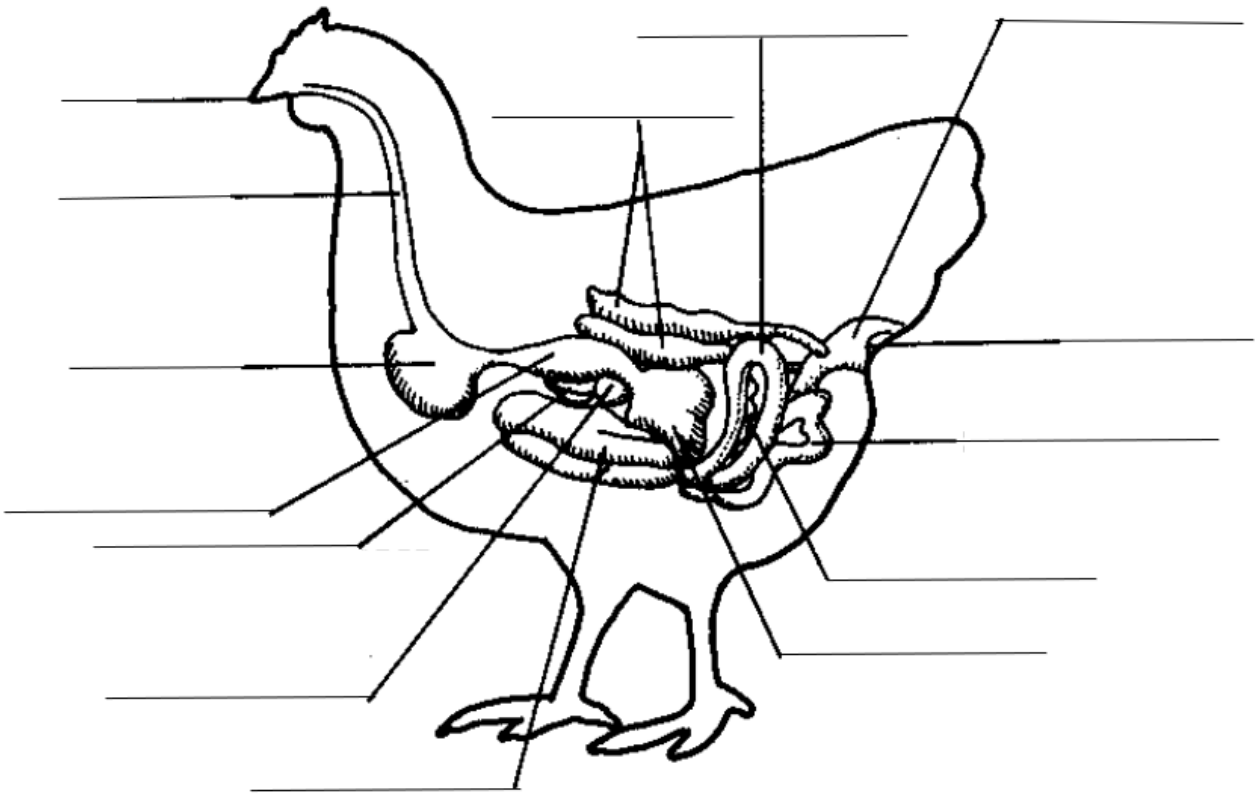
Label the parts of chicken

wing bar
toes
toenails
greater sickles
hock
cape
saddle
main tail feathers
beak
hackle
saddle feathers
keel
back
spur
ear opening
breast
primaries or flight feathers
eye
single comb
points of comb
blade
nostril
wattles
wing bay (secondaries)
fluff
shank
ear lobe
lesser sickles
thigh
wing bow



Activity 4

Label Digestive System



Ceca
Cloaca
Crop
Duddenal Loop
Esophagus
Gallbladder
Gizzard
Large Intestine
Liver
Mouth
Pancreas
Proventriculus
Small Instestine
Spleen

Additional Project Attachments

ALL project attachments should be completed in the exhibitor's handwriting. Project Story can be typed (12pt font; choose Arial or Times New Roman, double-spaced lines) or handwritten. Please only type or handwrite on one side of the paper. The story should be long enough to cover the work that you have done in the project. Points will be deducted if format is not followed, questions below are not covered in the story, or length is not met). **Be sure to add to story after fair before you turn into 4-H in May**.

Project Story: Create a story of your project experiences. In your story, answer the following:

Juniors

- What new thing(s) did you learn about your project? (3 points)
- What was enjoyable this year? (3 points)
- What was unique about your project this year? (3 points)
- What did you do at/after the fair? (3 points)
- Minimum length is 3 paragraphs for KVLS in January and 4 paragraphs for 4-H in May (Each paragraph should be no less than 3 complete sentences.) (3 points)

Intermediates:

- What new thing(s) did you learn about your project? (2 points)
- Did you meet your goals? What plans or goals do you have for next year? (3 points)
- What problems did you have and how did you overcome them? (3 points)
- What would you do differently next time? (1 points)
- What did you do at/after the fair? (3 points)
- Minimum length is 4 paragraphs for KVLS in January and 5 paragraphs for 4-H in May (Each paragraph should be no less than 5 complete sentences.) (3 points)

Seniors:

- What new thing(s) did you learn about your project? (1 points)
- Did you meet your goals? What plans or goals do you have for next year? (if graduating put plans after graduation) (3 points)
- What problems did you have and how did you overcome them? (3 points)
- What would you do differently next time? (1 points)
- What were your accomplishments? (1 points)
- What did you do at/after the fair? (3 points)
- Minimum length 5 paragraphs for KVLS in January and 6 paragraphs for 4-H in May (Each paragraph should be no less than 5 complete sentences.) (3 points)

□ **Project Pictures**: Attach 3-20 photos of your project work with captions / description of activity in photo and dates. In the caption. EXPLAIN what you are doing. ***An automatic 3 points off if captions / description of activity in photo or dates are missing.***

Show progress of you and your auction birds together during your project. Include a beginning, middle and end. Pictures should not be selfies. You need to be in the photos, and you need to be doing something project related. (Ex: feeding your goat (show a picture of you pouring feed into the pan).

You may also include pictures of your citizenship and leadership activities. This does not count towards the limits on your numbers of photo (3 minimum, 20 maximum). These also do not count toward your project photos (unless the activity directly relates to your project). Flat stickers are acceptable, but do not include bulky scrapbook accessories! Digital photo collages are acceptable (4 photos max per page). No 3-D items.

CLUB MEETING LOG

_____

Club Name

_____

Leader(s) Name

PLEASE NOTE: YOU MUST ATTEND AT LEAST 1 (ONE) 4-H MEETING *AT or AFTER* THE FAIR

DATE OF MEETING	MEETING LOCATION
4-H/FFA MEETINGS ATTENDED AFTER FAIR:	

"The Foundation for the Gator Nation" an Equal Opportunity Institution

Handbook revised by Brittany Justesen and Jessica Sprain, Extension Faculty
Osceola County Cooperative Extension Service
and the University of Florida

Updated from KVLS Poultry Auction Hens Record Book
KVLS Poultry Chair Annette Nation

Record Book Updated July 2026