

Level 2 RECORD BOOK INSTRUCTIONS

WORK ON IT EVERY MONTH!!!

Download book at>:

<https://www.horsefeathers4-h.com/ewExternalFiles/Level%202%20Complete%20Record%20Book%202024-2.pdf>

Note book cover: Picture or other decoration if you want

Name

Grade

Age Division

4-H Year

Club

Inside: Cover Page

Fill out completely

Divider: Calendar

1. Activities including place and time.

2. Include non - 4-H activities with horse.

Include Achievement Night, Country Living Expo, Equine Extravaganza, Spring Fair and Super Saturday.

3. Checkmark what you did, Enter C if event is canceled.

Divider: Horse Project – separate dividers for each project horse

1. Project Record, Set up to 3 specific goals and have parent and leader sign

2. Project Journal – Not used for horse project

3. Project Photos, pictures of your project with captions, date and year

4. Project Highlights, talk about your goals from project record.

5. Project Financial Summary. First two sections are done in add sheets. Bottom section is filled out from inventory and time invested add sheets.

6. Individual Horse Record, fill in information. Put N/A if not needed (disposal date), color the horse if you wish Record shots, worming and other health care. Be sure to record cost in expense record.

7. Time invested. Keep track of all time spend with your project. You may round to nearest 15 Minutes. Record on financial summary at end of year.

8. Horse Management, Year in Project.

Inventory: List your horse, your tack and your stable supplies at the beginning and end of the 4-H year.

Include items bought or sold during the year.

9. Hoof care dates. Be sure to record price in expense record.

10. Expenses, everything you spend on your horse. Feed/board, equipment, cost of shows, health and hoof care, lessons, etc.

11. Clinic Record. Clinics attended with or w/out horse like Equine Extravaganza, Super Saturday, or a riding clinic. Record any expense.

12. Show and Exhibit Record, all shows with your horse. Record expenses.

13. Contest Record, contests in project without your horse.

Divider: Permanent Record

Fill in at end of year

Divider: 4-H Story

Follow outline on inside cover of record book

Divider: Supplemental Information

School, Community, Other Clubs, Sports, pictures, news clippings, etc. Add captions, date & year

DO NOT LEAVE ANYTHING BLANK!!! If you don't have anything to write in a space, write N/A, Does Not Apply, or None.

DO NOT leave extra material in the book.