

Socorro County 4-H Record Book Guidelines

A 4-H member completing a record book should have the following in the same order. Record books are sent out of county to be judged; so 4-H members need to complete all forms to the best of their ability.

- A. **RECORD BOOK COVER** – must have NAME, ADDRESS & CLUB ON COVER
 1. May use #300-1, “My 4-H Record Book” – (No Brads, please!)
 2. May use National 4-H Record Book Cover
(Both covers are available through the County Extension Office)
 3. 8 ½” x 11” binder
 4. Construction paper
- B. **MEDAL APPLICATION FORM**- check the name or names of project area that the record book is to be submitted for consideration of project pin.
(Medal applications should be loose at the front of book)
- C. **PHOTO PAGE** – This page should consist of one picture of 4-H member with AGE & NAME OF CLUB UNDER PHOTO. (Min 2"x3", Max 3"x5")
- D. **TABLE OF CONTENTS** –tabs for each section are suggested.
- E. **NEW MEXICO REPORT FORM**- one of the most important forms to fill out completely. May use either the County NM report form or the State NM report form. The State form has activities broken out for local, county, district & state. *Senior 4-H members looking to complete a State Record Book should start using the State form.
- F. **4-H STORY** – Tell about your year in 4-H, what did you do, where did you go, what did you learn. Tell all about the good things and the bad. Limit 6 typed pages.
- G. **PROJECT RECORD FORMS** – for each project that a 4-H member signed up for, a record sheet should be completed. All record forms are available with your project packets. *Project record forms and Livestock record forms are available from Extension office.
- H. **PICTURES** – should tell a story about your project. 4-H'er may or may not be in picture. Pictures of club activities, certificates, or newspaper clippings are encouraged. This adds to the depth of understanding of total involvement in 4-H throughout the year. *Large items like ribbons are nice to include in record books, but make judging books cumbersome, so are discouraged. Limit pictures to 3 pages.