

## DIRECTIONS FOR SUBMITTING THE COOPER COUNTY 4-H REPORT FORM

1. You will be provided a hard copy of the form in the newsletter. The file can be e-mailed as well. The format of the file is in WORD or PDF, using the Courier New font.
2. You will only need to do one report form per project. You will not need to do one for each exhibit at the fair.
3. Please be sure your report form is neatly written or typed. (This will be judged appropriately for age.)
4. Please be sure to check your spelling and grammar. You may be deducted for these mistakes.
5. DO NOT alter the form in any way. Do not add pages, etc.
6. Purchase a 3 brad folder, (in any color) to hold your report form. These can be purchased in the school supply area as low as 25 cents a piece.
7. Punch 3 holes in your report form and place your 1 page form in the folder
8. On the outside of the folder in the upper right-hand corner, write on the folder (or type on an address label) the following information:
  - A. Name (first and last)
  - B. Club Name
  - C. Project area of the enclosed report form. Such as Clothing, Hams, Beef
  - D. Project number/level you are enrolled in. Such as Clothing 521 (for the 1<sup>st</sup> year); or Hams 115 (for all years); Beef 121, 122, or 123 any year)
  - E. Make sure you are enrolled in the project and level. This will be on your name tag when you entered your projects at the fair.
9. Turn in the completed form with your club/project leaders signature in The folder to the club leader by August 24, 2009.

Any questions contact your project or club leader.

**Cooper County**  
**4-H Report Form 2009**

**Name of Project or Activity:** \_\_\_\_\_ (15 pts for neatness)  
Please submit information for the current 4-H year only. Be sure to get a signature from your club leader or project leader.

**Your Name:** \_\_\_\_\_

**4-H Age:** \_\_\_\_\_  
(as of January 1, 2009)

**Name of Club:** \_\_\_\_\_

**Number of Years in 4-H:** \_\_\_\_\_

**Number of Years in this Project Area:** \_\_\_\_\_

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<b>Participation in 4-H Events:</b> (20 pts)	<b>Camp:</b> _____		
	Club	County	State
Judging: (any project area)	_____	_____	_____
Demonstration: (any project area)	_____	_____	_____

**List any other state trips or events:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4-H Leadership** (List Office or Committee held and Responsibility): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4-H Promotion:** (List things you have done to promote 4-H such as presentations before organizations; radio, TV, or newspaper interviews; National 4-H Week; community events ex: parades, fairs, informational booths, etc): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**List the project meetings, workshops, and/or field trips you attended this year as part of this project:** (10 pts) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Describe the articles made, ribbons won and awards received in this project this year: Please write a paragraph. (20 pts) \_\_\_\_\_

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Write a detailed paragraph telling what you learned in this project during the year: (25 pts) \_\_\_\_\_

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Things I have done outside of 4-H (Church, School, and Community): (10 pts)

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Member Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Club/Project Leader Signature: \_\_\_\_\_

Date: \_\_\_\_\_