

County 4-H Project Completion and Judging Overview 2024

Please carefully read this information; it may answer most Interview Judging or county fair questions.

Project Guidelines

For project guideline information, visit: go.osu.edu/tusc4-hguidelines

All project guidelines are available online. Guidelines need completed for Interview Judging. Members taking more than one project in the same interest area need to complete guidelines for each project and cannot use the same items to support both projects.

For a member to achieve the progression of goals needed for development, 4-H projects must be separate and different from those carried in other organizations such as FHA/HERO, FFA, Scouts, Camp Fire, grange, church, and school (including industrial arts class, science fairs, etc.).

Project Completion and Interview Judging

For more Interview Judging information, visit: go.osu.edu/tusc4-hjudging

Completion of a 4-H project may be achieved in one of two methods. Members must choose one of the following for evaluation, based on the completion of project guidelines and knowledge gained. **All projects must be judged no later than August 7, 2024.**

- *4-H Project Interview Judging* – All members are required to attend an Interview Judging evaluation to receive a project grade. All projects are evaluated using individual project guidelines. Club times will be assigned, and advisors will be notified of their club's times. Members are strongly encouraged to attend at their club's scheduled time.
- *Make Up Judging* – Make Up Judging must be arranged in advance. Any member who is unable to participate in 4-H Project Interview Judging during the regularly scheduled judging week may participate in Make Up Judging. Participants will be ineligible for county awards and/or state fair participation. Appointment times will open **June 1** and will be scheduled **online through SignUpGenius**. Make Up Judging arrangements for those who miss regularly scheduled judging due to extenuating circumstances will be reviewed on a case-by case basis. Not having a project ready in time for regularly scheduled judging is **not** a suitable reason to be judged after the fact.

Dress Code

Clothing and footwear need to be neat, clean, and appropriate for a professional office interview. No blue jeans or shorts. Shirts/tops and skirt length should be conservative. Wear appropriate shoes (no flip flops).

#2010 Dog Obedience, #2015 Dog Showmanship, and #201P Dog Performance

Judging dates are determined by the key leaders and will be distributed at the dog project information meeting.

#588 The Writer in You

Writings are due to the Extension office **before Noon on Friday, June 28, 2024.**

Shooting Sports Projects

The Shooting Sports program is designed for 4-H members ages 9 to 18 (4-H age). Judging dates are determined by the key leaders and will be distributed at the Shooting Sports orientation meeting.

Llamas/Alpacas Projects

Tuscarawas County does not currently have a program in place for llamas/alpacas.

Precise Schedules to be Announced

Monday, July 8	Tuesday, July 9	Wednesday, July 10	Thursday, July 11	Thursday, July 18
<ul style="list-style-type: none"> • Equine (includes #173 Horseless Horse) • Swine 	<ul style="list-style-type: none"> • FCS Related • Food and Nutrition • Miscellaneous (includes #200 All About Dogs, #201D You & Your Dog Projects; #588 Writing) 	<ul style="list-style-type: none"> • Goats • Poultry • Rabbits 	<ul style="list-style-type: none"> • Beef • Dairy • Sheep 	Clothing and Style Review



Member Evaluation Form

This form is due to our office no later than June 28, 2024.

This is available from the organizational advisor or online (go.osu.edu/tusc4-hjudging). It is to be **completed by the 4-H Advisor and parent/guardian** if they feel it is necessary that the judge should use special consideration concerning a 4-H member during Interview Judging.

State Fair Eligibility

For more State Fair competition or entry deadline information, visit: <http://www.ohiostatefair.com>

4-H members enrolled in non-livestock projects must attend regularly scheduled judging to be eligible to place in the county and/or be eligible to go to State Fair. 4-H members in clothing projects must participate in the county 4-H Style Review to be eligible to be selected for State Fair competition. No pre-judging participants will be considered.

Tuscarawas County Fair – September 16-22, 2024

For more county fair information or to see the fair booklet, visit tusccountyfairgrounds.com.

Fair rules and show information are in the Junior Fair section of the fair book. Entries must be submitted online **only** at tuscjrfair.fairentry.com.

Of special note:

- **All Junior Fair exhibitors must have their official entries completed and submitted online by 11:59 p.m. on August 7, 2024.** All classes including showmanship and Bred/Born/Raised classes must be entered online through FairEntry. A grace period with a **\$100 per class entry fee** will be extended from August 8 until 11:59 PM August 14. No entries will be accepted after 11:59 PM August 14, 2024.
- Wristbands will be distributed only to members who have a yes (Y) in the Club Completion Column on their club’s Completion Sheet.
- Members must have an exhibit at the county fair (as stated in project guidelines) in order to receive a fair premium. If there are circumstances where an animal is not able to be exhibited, a display or poster must be exhibited in the member’s club’s or county miscellaneous booth.

PROJECT RATINGS, PREMIUM REQUIREMENTS, and PAYMENTS		
<i>All premiums are paid by the Tuscarawas County Agricultural Society based on project rating received at 4-H Interview Judging.</i>		
Gold	<ul style="list-style-type: none"> • Exceptional project knowledge. • Work exhibits extra effort with individual initiative to go above and beyond the project requirements. • A thorough understanding of proper methods to complete project. 	\$8
Silver	<ul style="list-style-type: none"> • Very knowledgeable of project subject matter. • Completed project requirements. • Project presented in a neat and organized manner. 	\$7
Bronze	<ul style="list-style-type: none"> • Adequate project knowledge. • Has made effort towards completing requirements and project presentation. 	\$6
Participation	<ul style="list-style-type: none"> • Shows little effort towards completing requirements and presentation. 	None
MEMBER’S PRESENTATION AND ATTITUDE WILL AFFECT PROJECT RATING		

Please email or call if you have any questions.

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Dairy General Requirements

Includes:

- 127 Dairy Calf/Heifer
- 127 Dairy Cow

All dates are listed on the Tuscarawas County Fair Livestock Requirement Summary.

1. All 4-H members must be enrolled in their project by the enrollment deadline.
2. Project animals must be owned as evidenced by bill of sale or registration, including all showing rights, and in continual care of the member. Project Registration Form – including color photo and animal birthdate – is due online by specified date. If animal is not owned by the member or immediate family, a 4-H Dairy Lease form must also be completed by both the owner and 4-H member and submitted to the OSU Extension Office by the specified date. Color pictures should also be included on the lease form.
3. All members are required to attend one Quality Assurance (QA) session.
4. Dairy Record Book should be completed (refer below to see breakdown of pages). **No pages are optional.**
5. All livestock exhibitors are required to attend Interview Judging to exhibit their animal at the Tuscarawas County Fair. If a conflict arises, a member may attend Pre-Judging by appointment only. Members should be dressed as if for a job interview.
6. **Members are to compile a notebook to record involvement in the appropriate project requirements listed below. Members will not be eligible to exhibit their animal if a notebook is not compiled.** If book is unfinished, acceptance of materials will be at the judge's discretion.
7. To exhibit your animal at the Tuscarawas County Fair, a fair entry must be made online through the FairEntry system. **LATE ENTRIES NOT ACCEPTED.** A Drug Use Notification Form (DUNF) will be required for cows in milk and must also be completed online prior to the animal(s) arriving at fair.
8. All health requirements must be fulfilled as outlined in the Tuscarawas County Fair Book.

To receive a share from the Dairy Products Sale:

1. Participate in an Interview Judging.
2. Complete and submit fair entry by the deadline. If this is not done, exhibitor will receive no monetary award from sale as voted on by the Senior Fair Board.
3. Exhibit and show their animal at the fair. Exception: If the 4-H'er has a veterinary excuse that indicates the animal cannot be shown or taken to the fair after entry of that animal has been made, the project will be considered complete and deserving of a full share of the sale money.
4. The following pages must be completed prior to turning book in at check distribution:
 - a. #127 Cow: 19-23, 26-34, 36-42, 45, 49-50.
 - b. #127 Calf/Heifer: 19-28, 30-34, 36-39, 42-46, 47(calf only), 48 (heifer only), 50.
5. **Sale checks will be distributed in October/November.** Check with your advisor or our web site (<http://tuscarawas.osu.edu>) for dates, times, and location. To receive your sale check, bring your buyer/supporter thank you cards (properly addressed with postage and return address) to check distribution. **Please write legibly!** Thank you are a requirement to receive check.

Tuscarawas County Livestock Ages

Disregard age guidelines as stated in record books. *Age is as of January 1 of current year.*

Age: 8 - 11 Beginners

Age: 12 - 14 Intermediate

Age: 15 - 19 Advanced

*Unless it is their 1st year in the project then member advances according to age.

- Example 1: Greg is 16, first year taking a hog. He is in beginner, 2nd year intermediate, 3rd year advanced.
- Example 2: Mary is 12, last year was her first year taking a steer. This year she is in intermediate and will be until she is 15.
- Example 3: Susie is 8, taking a goat. She will be in beginner project level for 4 years until she is 12.

127 Dairy Project Record Book

The following are to be completed in the Dairy Project Record Book. **No pages are optional.** Unless stated, no pages are to be left blank and n/a (not applicable) will not be an acceptable response. Please fill out project book using a pencil.

Note: Keep an eye out for parts of the book that are specifically for calf, yearling/heifer, or cow projects.

- A calf is typically 0-12 months in age
 - A yearling/heifer is typically 12-24 months of age and has not had her first calf
 - A cow is typically 24+ months of age and has had at least one calf
1. Project Guide (Page 5).
 2. Five project Learning Activities (Pages 6-7). Complete appropriate age level. Visit <https://go.osu.edu/4hdairyresources> for examples.
 3. Two project Learning Experiences (Pages 8-10).
 4. Topic of Interest (Page 11). Utilize specific topics located on <https://go.osu.edu/4hdairyresources>
 5. Two Leadership and Citizenship Activities (Pages 12-13).
 6. Animal Profile including beginning and ending pictures (Pages 15-18). *Page 18 is optional for cows.* If an exhibitor is taking two animals, additional copies need to be included. Refer to <https://go.osu.edu/4hdairyresources>
 7. Equipment Inventory & Showbox Checklist (Pages 19-21). Blank pages will not be accepted.
 8. Feed and Expense Record (Pages 22-23): Break down per month.
 9. **Calf/Heifer ONLY:** Growth Record (Pages 24-25): Weigh tape project animal at least once a month.
 10. Treatment Record (Pages 26-27): Must be completed. If it doesn't apply, explain. (e.g., My animal didn't get sick; We don't vaccinate our animals, etc.). Blank pages will not be accepted.
 11. Breeding Record (Page 28): must be completed. If it doesn't apply, explain (e.g., Was a dry cow).
 12. **Cow ONLY:** Milk Production Record (Page 29) Unless a dry cow, then explain. Blank page will not be accepted.
 13. Management (Pages 30-31) Not optional, required for all age levels.
 14. Financial Records (Pages 32-33). Must be completed or state that you don't have any income yet. (N/A will not be accepted.) If there were no expenses, state that rather than writing "N/A." Blank pages will not be accepted.
 15. Profit & Loss Statement (Page 34). Must be completed, no exceptions.

16. Quality Assurance (Pages 36-38). Must be completed. Refer to <https://go.osu.edu/4hdairyresources>
17. Feed Tag (Page 39). Include your own feed tag and complete questions pertaining to your tag.
18. **Cow ONLY:** Drug Use Notification Form. Must be completed, no exceptions. Note: This is not the DUNF you will need to fill out for fair.
19. Health Herd Management (Pages 42-45): Complete sections pertaining to your project.
20. **Calf Only:** Health & Nutrition (Pages 46-47). Must be completed for Calf projects. Should be tracked per month.
21. **Heifer Only:** Health & Nutrition (Page 48). Must be completed for Yearling/Heifer projects. Should be tracked per month.
22. **Cow Only:** Health & Nutrition (Page 49). Must be completed for Cow projects. Should be tracked per month.
23. **Quality Assurance Quiz:** complete quiz on <https://go.osu.edu/4hdairyresources>, print screenshot of score and include in record book.

If you have any questions regarding your project and your advisor is unable to answer your questions, please don't hesitate to contact the Extension office at 330-339-2337.

127 Dairy Calf/Heifer

All dates are listed on the Tuscarawas County Fair Livestock Requirement Summary.

Beginners

From the Dairy Resource Handbook, be able to:

- Identify 16 parts of the cow.
- Identify 4 breeds of dairy cows and give characteristic of each (Pages 9-14, 179-197).
- Identify 8 feeds.
- Feed Tag Information (Page 54).
- Answer 2 questions about nutrition of a calf and heifer (Page 41, 54-61).
- Answer 3 health management questions.
- Identify 3 traits of the Unified Score Card.
- Answer 2 questions about fitting and showing a calf or heifer.
- Have a basic understanding of dairy terminology in *Glossary Section*.
- Answer 2 questions about facility management or a calf or heifer (Pages 107-108).
- Answer 2 questions about reproduction (Pages 26-29).
- Answer 2 questions about the dairy industry (Pages 142-145).
- Answer 3 questions on Caring for Animals (QA) (Pages 153 – 154).

Intermediate

From the Dairy Resource Handbook, be able to:

- Identify 26 parts of the cow.
- Identify 5 breeds of dairy cows and given characteristic of each (Page 9-14, & 179-197).
- Identify 12 feeds.
- Feed Tag Information (Page 54).
- Answer 3 questions about nutrition of a calf and heifer (Pages 41-57).
- Answer 4 health management questions.
- Identify and give value of 3 traits of the Unified Score Card.
- Answer 2 questions about fitting and showing a calf or heifer.
- Have a basic understanding of dairy terminology in *Glossary Section*.
- Be able to identify 4 incorrect leg and foot structure problems (handout).
- Answer 2 questions about facility management of calf or heifer (Pages 107-108).
- Answer 2 questions about reproduction (Pages 24-29).
- Answer 3 questions about the dairy industry and have knowledge of fluid milk processing (Pages 121-122, 141-145).
- Answer 3 questions on Caring for Animals (QA) (Pages 155 – 170).



Advanced

From the Dairy Resource Handbook, be able to:

- Identify 36 parts of the cow.
- Identify 6 breeds of dairy cows and give characteristic of each (Pages 9-14, 179-197).
- Identify 15 feeds.
- Feed Tag Information (Page 54).
- Answer 2 questions about nutrition of a calf or heifer (Pages 41-54).
- Answer 5 health management questions.
- Identify and give value of 5 traits and give description of 2 traits of the Unified Score Card.
- Answer 2 questions about fitting and showing a calf or heifer.
- Have a basic understanding of dairy terminology in *Glossary Section*.
- Identify correct and problematic mammary structures (side view) (handout).
- Answer 2 questions about facility management of a calf or heifer (Page 107-113).
- Answer 2 questions about reproduction (Pages 28-32).
- Answer 3 questions about the dairy industry (Pages 121-122, 141-143, 173-175).
- Answer 4 questions on Caring for Animals (QA) (Pages 155-170).

If you have any questions regarding your project and your advisor is unable to answer your questions, please don't hesitate to contact the Extension office at 330-339-2337.

127 Dairy Cow

All dates are listed on the Tuscarawas County Fair Livestock Requirement Summary.

Beginner Level

From the Dairy Resource Handbook, be able to:

- Identify 16 parts of the cow.
- Identify 4 breeds of dairy cow and give characteristic of each (Pages 9-14, 179-197).
- Identify 8 feeds.
- Identify 4 parts of the mammary anatomy (handout).
- Answer 3 health management questions.
- Answer 2 questions about fitting and showing.
- Have a basic understanding of dairy terminology in *Glossary Section*.
- Identify 3 traits of the Unified Score Card.
- Answer 2 questions about nutrition of a cow (Page 41-43).
- Answer 2 questions about housing and milking facility management (Pages 17-21, 109-113).
- Answer 2 questions about reproduction (Pages 23-28).
- Answer 2 questions about the dairy industry (Pages 141-145, 173-174).
- Answer 2 questions about milk production and milking procedures (Pages 105-106).
- Answer 3 questions on Animal Health (record book).

Intermediate Level

From the Dairy Resource Handbook, be able to:

- Identify 26 parts of a cow.
- Identify 5 breeds of dairy cows and give characteristic of each (Pages 9-14, 179-197).
- Identify 12 feeds.
- Identify 6 parts of mammary anatomy (handout).
- Answer 4 health management questions (Pages 85-90, 95-101).
- Identify and give value of 3 traits of the Unified Score Card.
- Answer 3 questions about fitting and showing your animal.
- Have a basic understanding of dairy terminology in *Glossary Section*.
- Answer 3 questions about nutrition of a cow (Pages 41-43, 51-53, 71-72).
- Answer 2 questions about housing and milking facility management.
- Answer 3 questions about reproduction (Pages 28-29, 91-94).
- Answer 2 questions about the dairy industry (Pages 121-126).
- Answer 2 questions about milk production and milking procedures (Pages 102-106).
- Answer 3 questions on Caring for Animals (QA) (Pages 153-155, 164-165).



Advanced Level

From the Dairy Resource Handbook, be able to:

- Identify all 36 parts of the cow.
- Identify 6 breeds of dairy cows and give characteristic of each (Pages 9-14, 179-197).
- Identify 15 feeds.
- Identify 10 parts of the mammary anatomy (handout).
- Answer 5 health management questions (Pages 85-97, 153-156).
- Identify and give value of 5 traits and give description of 2 traits of the Unified Score Card.
- Answer 3 questions about fitting and showing of your animal.
- Have a basic understanding of dairy terminology in *Glossary Section*.
- Answer 3 questions about the nutrition of a cow (Pages 51-91).
- Answer 2 questions about housing and milking facility management.
- Answer 3 questions about reproduction (Pages 23-29).
- Answer 3 questions about the dairy industry (Pages 38-40, 121-126, 139-140).
- Answer 2 questions about milk production and milking procedures (Pages 102-106).
- Answer 4 questions on Caring for Animals (QA) (Pages 155-170).

If you have any questions regarding your project and your advisor is unable to answer your questions, please don't hesitate to contact the Extension office at 330-339-2337.

2024 Tuscarawas County Junior Fair Livestock Requirement Summary

Each 4-H or FFA member may exhibit up to five animals. Be sure to check maximum exhibits per specie. Members are only eligible to receive money from a maximum of two revenue generating livestock sale projects at the fair, regardless of the number shown. ([See fair book for complete Junior Fair rules.](#))

	Mandatory Project Enrollment Date	Possession	Weigh-In, Tag/Tattoo, Banding, DNA, or Pictures	Quality Assurance	Livestock Interview Judging	Fair Entries	Animal Requirements	Health Requirements
Market Beef & Dairy Market Beef	April 15, 2024	December 9, 2023	December 9 or 11, 2023	<p>MANDATORY ATTENDANCE AT ONE SESSION IS REQUIRED.</p> <p>Sign-ups start one-half hour before session; doors close 10 minutes after session start.</p> <p>Sunday, February 18, 2:00, PM, 3:00 PM, or 4:00 PM, Claymont High School Thursday, March 7, 6:30 PM, Dover Middle School Monday, April 15, 6:30 PM, Dover Middle School Dairy Specific - Sunday, April 21, 2:00 PM, Union Hill United Methodist Church</p>	<p>July 11, 2024 Midvale Elementary</p>	<p>Due August 7, 2024 ONLINE THROUGH FAIRENTRY ONLY!</p> <p><small>All classes including showmanship and Bred/Born/Raised classes must be entered online through FairEntry. Fair entries are due by 11:59 PM August 7. A grace period with a \$100 per class entry fee will be extended from August 8 until 11:59 PM August 14. No entries accepted after 11:59 PM August 14.</small></p>	1000 lbs. minimum Must be dehorned; Heifer or Steer	DUNF Vet check upon arrival
Beef Breeding		June 17, 2024	<p>Online registration due in 4-H Online (Animal Tab) no later than 11:59 PM June 17, 2024</p>				Dehorned Calf or Heifer (Females Only)	Vet check upon arrival
Beef Feeder Calf							350-650 lbs. Dehorned Steer	Vet check upon arrival
Dairy Cattle							Calf, Heifer or Cow Dehorned	DUNF Vet check upon arrival
Sheep Breeding							Ewes	Vet check upon arrival
Market Lambs							90 lbs. minimum Ewes or Wethers	DUNF Vet check upon arrival
Market Hogs							220-315 lbs. Barrows or Gilts ½ inch hair at fair time	DUNF Vet check upon arrival



	Mandatory Project Enrollment Date	Possession Deadline	Weigh-In, Tag/Tattoo or Pictures	Quality Assurance	Livestock Interview Judging	Fair Entries	Animal Requirements	Health Requirements
Market Goats	April 15, 2024	June 17, 2024	Online registration due in 4-H Online (Animal Tab) no later than 11:59 PM June 17, 2024	MANDATORY ATTENDANCE AT ONE SESSION IS REQUIRED. See front for dates.	July 10, 2024 Midvale Elementary Check with your advisor for time.	Due August 7, 2024 ONLINE THROUGH FAIRENTRY ONLY! <small>All classes including showmanship and Bred/Born/Raised classes must be entered online through FairEntry. Fair entries are due by 11:59 PM August 7. A grace period with a \$100 per class entry fee will be extended from August 8 until 11:59 PM August 14. No entries accepted after 11:59 PM August 14.</small>	65 lbs. minimum Castrated	DUNF Vet check upon arrival
Dairy Goats							Females Only	DUNF Vet check upon arrival
Pygmy Goats & Pack Goats							N/A	Vet check upon arrival
Breeding Rabbits							N/A	Health check upon arrival
Market Rabbits		August 24, 2024	Bunnies tattooed August 24 9-10 AM Fairgrounds				3-5 lbs. maximum 70 Days Old	DUNF Health check upon arrival
Broilers & Market Ducks		Cost: TBD Pick up: Fairgrounds Tentatively July/August	N/A				5 lbs. minimum each bird	DUNF Pullorum-free
Market Turkeys		Cost: TBD Pick up: Fairgrounds Tentatively June	N/A				20 lbs. minimum	DUNF Pullorum-free
Pullets & Fancy Poultry		June 17, 2024	Online registration due in 4-H Online (Animal Tab) no later than 11:59 PM June 17, 2024				See Fair Book for specific requirements.	Pullorum-free
Ducks, Geese, & Fancy Turkeys							See Fair Book for specific requirements.	Pullorum-free
Horses					See Fair Book for specific requirements.	Vet check upon arrival		
				In-person: 1:00 PM Sunday, February 18, 2024 or online by May 1, 2024	July 8, 2024 Midvale Elementary			

*See the [Tuscarawas County Fair book](#) for more information.

4-H Dairy Lease

I. PURPOSE OF THE LEASE

- a. The purpose of this lease agreement is to provide additional positive learning experiences for the 4-H member that would have otherwise been unavailable.
- b. To provide a youth with the opportunity of participating in the 4-H Dairy program when one or more of the following conditions exists:
 - i. The 4-H member does not have a suitable long care opportunity.
 - ii. The family is unable to purchase a dairy animal.
- c. **The lease is to be in place by project possession deadline (June 15)** and be in effect until the end of the project. Only one youth is permitted to lease an individual animal per project year.

Leasing market animals for youth exhibition projects is not permitted under any circumstances.

II. RULES FOR LESSORS (Owner of Animal) OF DAIRY TO 4-H YOUTH

- a. The Lessor (owner) of the dairy animal relinquishes all rights to train the animal, and the Lessee has priority right to show the dairy animal during the term of the lease. Potential Lessors should not lease dairy animals they want to show on a regular basis during the term of the lease.
- b. The Lessor may not take the dairy animal back prior to the end of the lease unless the youth is neglecting or abusing the animal, or the youth agrees to return the animal.
- c. The Lessor should have the youth sign whatever agreements they decide upon regarding care of the animal, but no agreement will supersede the terms of this contract.
- d. The Lessor will allow the Lessee to transport and show the animal in 4-H, open, or breed shows.
- e. If animal remains on Lessor's property during the lease, the Lessor agrees to:
 - i. Cooperate with the Lessee in scheduling times to allow the member to work with/care for the animal(s) on the Lessor's property.
 - ii. Help the Lessee better understand the dairy industry.
 - iii. Teach the Lessee proper techniques in dairy animal care.

III. RULES FOR LESSEES (4-H Member)

- a. The Lessee (4-H Member) is responsible for the daily care of the animal in whatever manner decided upon by them and the Lessor. However, this must include major responsibility and performance by the Lessee for this care.
- b. Lessee will treat animal in a careful and proper manner, including feeding, stabling, transporting, veterinary attention as may be required, and will not permit animal to be mistreated by another.
- c. Lessee will not breed animal without the written permission on the Lessor.
- d. Lessee shall assume and pay all debts incurred for the care, feeding, stabling, veterinary services, and all other expenses during the term of the lease, unless written approval of said expense is prior thereto obtained from the Lessor.
- e. Showing expenses will be the responsibility of the Lessee.
- f. The Lessee is responsible to take this completed contract to the County 4-H Educator by the date required in your county for their approval. **(June 15, current year.)**

IV. DESCRIPTION OF DAIRY ANIMAL – Attach color photo of animal in space provided.

Name: _____ Tag Number: _____

Breed: _____ Sex: _____ Age: _____

Color: _____ Markings: _____

Distinguishing Marks (scars, unique colorings, etc.): _____

ATTACH PHOTOS HERE

Lessor (Owner)

Name: _____
(*print*)

Address: _____

City: _____

Date: _____ (*dd/mm/yyyy*)

Signature: _____

Lessee (4-H Member)

Name: _____
(*print*)

Address: _____

City: _____

Date: _____ (*dd/mm/yyyy*)

Signature: _____

This lease has been approved by:

Parent/Guardian Signature: _____ Date: _____
(*dd/mm/yyyy*)

INSTRUCTIONS FOR REGISTERING DAIRY PROJECT ANIMALS THROUGH 4-H ONLINE

1. Log into 4-H Online (<https://oh.4honline.com>) with your email address and password.
2. Next to the member's name who you are adding an animal for, click the blue "View" button.
3. Once their profile is displayed, click on "Animals" in the left sidebar.
4. On the right-hand side of the screen, click on the blue button that indicates "Add an Animal."
 - a. Select "Add New Animal."
5. Use the "Animal Type," dropdown box to select "Dairy Cow/Heifer." Click Next.
6. In the next box enter the animal's tag number. This will likely be a farm tag.
7. You will next be asked to enter the "Animal Age," in years. This is optional.
8. In the box marked "Animal Name" type in **Cow 1**, **Cow 2**, **Back Up Cow 1**, **Back Up Cow 2**, **Calf/Heifer 1**, etc.
 - a. Note: You can exhibit 2 dairy animals in any combination. If you are taking the "Cow" project, this can be 2 cows. If you are taking the "Calf/Heifer" project, this can be 2 calves, 2 heifer, or 1 calf and 1 heifer. If you are taking a cow and a calf/heifer, you must be registered in both projects.
 - b. Back Ups: You are permitted to register 1 back up per primary animal registered.
9. Enter the "Animal Birthdate." You can manually enter in the format mm/dd/yyyy or use the calendar feature to identify the correct birthdate. Note: if you use the calendar feature, make sure you are in the **correct year**.
10. Use the dropdown list to select the appropriate in the "Animal Breed."
11. The box marked "Breeder Name" is optional.
12. In the next box, describe your animal's color and markings.
13. Indicate if your animal is County Raised (radio buttons – "yes" or "no")
14. The next, RIFD Number is optional.

15. The following box “Tag” should be auto populated from the previous screen.
16. Use the dropdown list to select the “Animal’s Gender.”
17. In the box labeled “Tattoo,” indicate whether this is a leased animal.
18. Click “Next.”
19. This will take you to a page to upload pictures of your goat project. You will need “Front”, “Right”, and “Left” sides. Make sure your ear tag is clearly visible in the “Animal Photo - Identifier” view.
20. **Note:** if you have a leased animal, you must return your lease paperwork to the Extension Office by the registration deadline. The lease must be approved and then will be uploaded to the animal registration for you.
21. You do **NOT** need to upload a “Born Bred Raised” form.
22. If you are showing a registered animal and would *like* to upload a copy of the animal’s registration, you may do so, however this is **NOT** required.
23. Click “Next.”
24. You will be asked to review the information.
 - a. If the information is correct and the Front, Right, and Left views of your animal have been uploaded, click “Submit” and you are all done! You will receive notification from the Extension office that your animal registration has been approved.
 - b. If the information is not correct, use the “Back” button to make necessary changes.
25. **You MUST hit the “Submit” button for your animal registration to be complete and sent to the office for approval.**