

November 1, 2010



Dear 4-H Members, Leaders, and Parents,

It is time to enroll for the 2011 4-H year. Enclosed you will find all the material needed to enroll.

PLEASE make sure that all information is filled out and all signatures are obtained, also please write legibly. Double check front and backs of all pages to make sure they are complete.

Southeast Area
Extension

Prowers County

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- ◆ General Information:
 - Cloverbud Members
 - Ages 5 to 7 on or before December 31, 2010
 - 4-H Enrollment charge of \$20.00, plus any literature costs
 - Can order literature if they choose; however they must pay for any literature ordered.
 - 4-H Members
 - Ages 8 to 18 on or before December 31, 2010
 - 4-H Enrollment charge of \$20.00, plus any literature costs
 - Enrollment fee covers the following costs: member insurance, District 6 4-H dues, State 4-H Foundation dues, State Enrollment Fee. The dues have gone up this year in order to cover all fees per member.
 - Age Categories (on or before December 31, 2010)
 - Junior 8-10
 - Intermediate 11-13
 - Senior 14-18
 - 4-H Leaders
 - Anyone 19 years old and older, that has filled out a volunteer application form and been accepted.
 - No Enrollment charge
 - Must designate all projects they are willing to lead. Please list anything you consider your “specialty” and are comfortable teaching.

Please use the information below as a guideline when filling out the forms.

- ◆ 4-H Member Enrollment Form:
 - All Members must fill out and read both sides of the form completely.
 - Make sure all information is correct and current (address & phone number you wish to be contacted with, age, birth date, & parent information)
 - Project Portion
 - For each project use the project & literature list to choose the project and literature from.
 - List Project: Name and Unit
 - Circle if literature is needed: Yes or No
 - If Yes and literature is needed list the literature code & price.
 - Each Unit needs to be separate as does market and breeding animals. You will notice they each have their own project name.
 - All projects will use electronic records. You can choose one method to receive the electronic records.
 - Download from the website:
http://www.colorado4h.org/project_resources/erecords/index.shtml

- Order a cd from the Extension office with all records and supplements for \$5.00 – only one is needed per family
- Obtain a hard copy from the Extension office for \$2.00 each.
- ◆ Animal Care and Housing Form
 - All youth enrolling in any livestock, horse, or small animal project must complete the Animal Care and Housing Form for Colorado 4-H Livestock Projects.
 - This form should be updated throughout the year if a member moves or if the location of the animal changes during the 4-H year. It is the responsibility of the 4-H member to make sure the form is current and up to date year round with the Extension office.

All forms must be signed by your leader, parent/legal guardian, and you before turning it into the Extension Office. No literature will be ordered until payment has been received. THERE WILL BE NO EXCEPTIONS.

To show at the 2011 Sand and Sage Round-Up or the Holly Gateway Fair all enrollment forms must be in the Prowers County Extension Office by 4:30 p.m. Tuesday, **March 1, 2011**. Make checks payable to Prowers County 4-H Council. Please feel free to contact the Extension office with any questions.

Thanks,

Lacey Mann
 Extension Agent
 4-H Youth Development
 Southeast Area

Member Enrollment Check List

- Enrollment Form:
 - All Contact Information is Filled Out and Current.
 - Projects Listed
 - Literature Needed Listed
 - All Signatures Obtained
 - Member
 - Parent/Legal Guardian
 - Club Leader
 - Back of form read and completed
 - Permission for Youth to Participate
 - Acknowledgement of Responsibility and Release
 - Read and Understand Colorado 4-H Code of Conduct
- If Enrolled in Animals:
 - Animal Care & Housing Form
 - All Information Filled Out and Compete
 - All Signatures Obtained
 - Member
 - Parent/Legal Guardian
 - 4-H Leader
 - Landlord/Caretaker
 - COOL Form: Due at Species Weigh-in
 - Beef Due: To be announced
 - Small Animal Due: May 7, 2011



- All Fees Are Paid:
 - Enrollment Fee (\$20.00 4-H Member, \$20.00 Cloverbud)
 - Literature (must pay for any literature needed, please see the Publications Order Form for costs.)

Organizational Leader Enrollment Check List

- All Club Members Enrollment Form:
 - All Contact Information is Filled Out and Current.
 - Projects Listed
 - Literature Needed Listed
 - All Project Leaders in your club must turn in their forms to the club leader.
 - All Signatures Obtained
 - Member
 - Parent/Legal Guardian
 - Club Leader
 - Back of form read and completed
 - Permission for Youth to Participate
 - Acknowledgement of Responsibility and Release
 - Read and Understand Colorado 4-H Code of Conduct

- If Enrolled in Animals:
 - Animal Care & Housing Form
 - All Information Filled Out and Complete
 - All Signatures Obtained
 - Member
 - Parent/Legal Guardian
 - 4-H Leader
 - Landlord/Caretaker

- All Fees Are Paid:
 - Enrollment Fee (\$20.00 4-H Member, \$20.00 Cloverbud)
 - Literature (must pay for any literature needed, please see the project listing sheet for costs)

- Affirmative Action Report

- Club Financial Report

- Completed Total Club Literature Order Form (All Manuals will be mailed directly to you for distribution)

- 2011 Club Officer List