

Name:			
Date of Birth:	Age (as of September 1, 2024):		
Circle Age Division:			
Junior (8-10)	Intermediate (11-13)	Senior (14+)	
Exhibitor Certification			
, ,	oitor of this project, I have person sonally kept these records and co	, ,	
Signed:		Date:	
Parent Certification			
	daughter completed the work o s and completed this record boo	- /	
Signed:		Date:	

This record book is required to be completed <u>by the exhibitor ONLY</u>. Additional pages may be copied and added if you run out of space.









CARE, MAINTENANCE, AND ACTIVITIES RECORD

List all activities you completed as a part of your project, (i.e. planted citrus tree, pruned tree, watered tree, etc.) This record should be kept daily to show the amount of work you did. If you did no work for a day or several days, skip those dates. These records should also include the date you drop your tree off at the fair, judging, sale, record book submission, buyer's thank you letter submission, etc. If you have an automatic watering system, you must explain when it was installed, how much it waters your citrus tree, and how often it waters your citrus tree. Be sure to add measurements where applicable (i.e.- Fertilizer- 8 oz., watered- 64 oz., pesticide- 2 oz., etc.)

***Point deductions apply where several months/weeks are skipped and/or an entry is incomplete. *See appendix Page 1 in rulebook for example

Date: Activity			
MM/DD/YY	(watered, pruned, inspected for pests, researched, etc.)		

CARE, MAINTENANCE, AND ACTIVITIES RECORD, (contd.)

Date: MM/DD/YY	Activity (watered, pruned, inspected for pests, researched, etc.)		
	(, p, p, p, p, p,		

CARE, MAINTENANCE, AND ACTIVITIES RECORD, (contd.)

Date: MM/DD/YY	Activity (watered, pruned, inspected for pests, researched, etc.)		
	(, p,,,,,,,,		

CARE, MAINTENANCE, AND ACTIVITIES RECORD, (contd.)

Date: MM/DD/YY	Activity (watered, pruned, inspected for pests, researched, etc.)		
	(, p,,		

LEARNING EXPERIENCES

List every workshop, exhibit, demonstration, clinic, and other learning activity you did while completing this project. Include events where you researched and completed your display board or illustrated talk, or where you learned at any events, taught, or explained things to others about the citrus industry. **Meeting attendance roster will be compared for accuracy.** *See appendix Page 1 in rulebook for example

Date	Activity	Location

REFLECTION

In this section, briefly explain something you learned about the citrus industry after completing the project that you did not know before this project.				

RECORD OF COSTS

This is a list of all items you used for the citrus tree project. List the materials, supplies, and equipment you purchased/received during the project and their cost or value. This should begin with the tree kit(s) that you purchased at the beginning of the project. Include fertilizer, pesticides, pruning shears, illustrated talk supplies, display board supplies, membership fees, etc. *See appendix Page 2 in rulebook for example

Description of Equipment and Supplies	Cost or Value of Items
	\$
TOTAL COST	\$.

Insert additional pages, if necessary.

PRE-PROJECT INVENTORY

This is a list of all items you had on hand before you started the project. This could be pruning shears you purchased the previous year, fertilizer, markers for your display board, stamps and envelopes for your buyer's letters, automatic watering system, etc. If you do not have pre-project inventory, then enter zero. *See appendix Page 2 in rulebook for example

Description of Equipment and Supplies	Cost or Value of Items
	\$
TOTAL COST	\$.

Insert additional pages, if necessary.

INCOME EARNED ON SALE OF EXTRA CITRUS TREE

AND OTHER ITEMS

If you purchased two citrus trees and decided to sell your extra tree, enter it here. If you had any extra supplies (i.e. fertilizer, craft supplies for display boards, stamps, etc.) that you sold, enter it here. If none, then enter zero. *See appendix Page 2 in rulebook for example

Date	Item Sold	Buyer	Amount
			\$
		TOTAL INCOME:	\$.

INCOME FROM DONATIONS & ADD-ONS

Record here any money given to you to support your citrus project. List any add-ons you received from buyer's letters you sent out and donations. If you have no add-on/donation income prior to submitting your record book, then enter zero. *See appendix Page 2 in rulebook for example

Date	Received From	Amount
		\$
	TOTAL INCOME:	\$.
		·

PREMIUM INCOMES FROM THE

DISPLAY BOARD/ILLUSTRATED TALK

This chart will show prize money you earned that you are aware of, as premiums from your display board or illustrated talk presentation. In the "Description" category, write the event name. "Ribbon Won" is the color ribbon you earned during the competition/exhibition. *See below for ribbon color/premium breakdown to assist you while completing this page. *See appendix Page 3 in rulebook for example

Date	Description	Age Division	Ribbon Won	Amount
				\$
			TOTAL:	\$.

My display board/ i	lustrated talk top	p1c:		

Age divisions (as of September 1 of the current 4-H year): Junior (8-10), Intermediate (11-13), Senior (14+)

Display Board/Illustrated Talk Premium				
Ribbon Color	Amount			
Top Junior	\$30.00			
Top Intermediate	\$30.00			
Top Senior	\$30.00			
Blue	\$15.00			
Red	\$10.00			
White	\$5.00			

PROJECT FINANCIAL SUMMARY

Total Income from Sale of Extra Citrus Tree & Other Items (pg. 9)	<u>\$</u> .
+ Income from Donations & Add-ons (pg. 9)	\$.
+ Premium Incomes from the Display Board & Judging (pg. 10)	\$.
= Total Income from Project	\$.
- Total Cost of Items Used (pg. 7)	\$.
= Total	\$.
MY THOUGHTS ON THE VALUE OF MY I	<u>PROJECT</u>
After completing your Project Financial Summary, are there any on the have made after calculating your total? Why or why not?	changes you would

BUYER'S LETTER: Write or attach a copy of your buyer's letter here. This is the letter you send out to potential buyers of your citrus tree before the Highlands County Fair.

PROJECT PICTURES

On the following pages you will show the "story" of your citrus tree throughout the project year. You should show the **beginning**, **middle**, **and end** of your project, along with other experiences throughout the project year.

*Photographs must contain <u>dates and descriptive captions</u>. Show at least two different skills that you have learned. Explain what you are doing and why you are doing those things shown in the picture. What skills are you demonstrating and why?

Photo requirement: a minimum of 5 pictures – remove/add pages if needed.

PROJECT PICTURES CONTINUED

PROJECT PICTURES CONTINUED

PROJECT QUESTIONS

Answer the following questions about your project. **Complete sentences and** "paragraph" type answers are expected.

1. What variety is your citrus tree and what is it most commonly used for?				
2. What safety practices did you use while caring for your citrus tree?				
3. Describe your personal growth throughout this project.				

HIGHLANDS YOUTH CITRUS PROJECT RECORD BOOK SCORESHEET

NAME:						
AGE DIVISION (circle one): JUNIOR INTERN	SENIOR					
SECTION	POSSIBLE POINTS	POINTS EARNED				
Cover Page	2					
Care, Maintenance & Activities Record	15					
Learning Experiences	15					
Reflection	5					
Record of Costs	10					
Pre-Project Inventory	2					
Income Earned on Sale of Extra Citrus Tree & Other Items	5					
Income from Donations & Add-ons	5					
Premium Incomes	5					
Project Financial Summary	10					
My Thoughts on the Value of my Project	5					
Buyer's Letter	5					
Project Pictures	10					
Project Questions	6					
TOTAL POINTS:						
BONUS POINTS FOR NEATNESS (possible for hand						
TOTAL POINTS INCLUD						