

4-H Member Yearly Checklist

Member Name: _____ Year: _____

4hOnline Email Address: _____

Password: _____

FairEntry Email Address: _____

Password: _____

Join a club.

- Contact the Extension office for more information on club locations or check out this guide: <https://www.extension.iastate.edu/buchanan/sites/www.extension.iastate.edu/files/buchanan/New%20Member%20Guide%20for%20website.pdf>.

Register on 4hOnline.

- Starting September 1st, you can register as a 4-H member on 4hOnline (<https://ia.4honline.com/>). Write down your log-in information above.
- See the monthly newsletters for step-by-step directions and additional information.

Review your chosen project area rulebook(s).

- Rulebooks can be found online at <https://www.extension.iastate.edu/buchanan/buchanancountyfair>.
- This includes livestock and Static projects.

Download your project area checklist(s).

- This is a checklist you can use to make sure you are ready for the Buchanan County Fair.
- Download the checklists online at <https://www.extension.iastate.edu/buchanan/4h>.
- Follow and complete your checklist throughout the year!

Complete Mentor Agreement (if applicable).

- Mentor Agreement can be found online at <https://www.extension.iastate.edu/buchanan/sites/www.extension.iastate.edu/files/buchanan/Mentor%20Agreement%203-26-18.pdf>.
- If you are being mentored in your project area, please complete the Mentor Agreement with your mentor, and submit to the Extension office by May 15th.

Identify your animals and/or your Static projects into 4hOnline.

- The information in 4hOnline will automatically be transferred over to Fair Entry, where you will then select specific show classes, so make sure any and all livestock are entered.
- All animals and projects must be identified by May 15th. Please DO NOT WAIT UNTIL THE LAST DAY.
- Help sheet link: <https://www.extension.iastate.edu/4h/4honline-information-families-and-leaders>

Over →

If you have any questions or concerns, please contact the Buchanan County ISU Extension and Outreach office at:
319-334-7161 or xbuchanan@iastate.edu.
2600 Swan Lake Blvd. Suite A, Independence, IA 50644

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Log-on to Fair Entry.

- Starting May 20th, you may log-on to Fair Entry to add your projects/animals to the right show classes at the Buchanan County Fair.
- All information must be entered and fees paid by June 15th. When you have successfully completed Fair Entry registration you should see a “THANKS” message and will receive an email confirmation of your registration. If you do **not** see this message, please contact the Extension Office for further instructions.
- Help sheet link:
<https://www.extension.iastate.edu/buchanan/sites/www.extension.iastate.edu/files/buchanan/2017%20FairEntry%20Help%20Sheet.pdf>

Enter State Fair projects (if desired).

- Date to start entering projects into Fair Entry varies. CYC will keep you informed. Once the start date is confirmed, log-on to Fair Entry under the Iowa State Fair and enter the livestock animals you want to take to State Fair.
- Deadline is July 1st.
- Help sheet link: <https://www.iowastatefair.org/upl/downloads/library/4-h-entry-help-sheet.pdf>
- Note: Static projects going to State Fair will be registered by the CYC after the county fair. You should receive a packet of information shortly after the county fair for you to fill out and return to the Extension Office that will be required before the CYC can register your projects.

Turn in your record book.

- Hopefully you have been working on this all year!
- Watch the monthly newsletters after fair for a due date to turn in your record book (usually the middle of September).
- Record book forms links: <https://www.extension.iastate.edu/buchanan/page/member-info> (located in the right column of page)

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