

## Harford County 4-H Record Book Format

All Record Books should be submitted in a 4-H Record Book cover or a green three ring binder.

### Junior/Intermediate/Senior Record Books

- Title Page w/ picture
- Table of Contents
- 4-H Summary Record
- 4-H Story
- Maryland 4-H Project Records (one for each completed project)
- Pictures
- News Clippings
- Correspondence
- Past records

Each section should have a tabbed divider.

Items in red are optional. Please limit optional items to a maximum of 6 pages.

### Table of Contents page should include:

- 4-H Summary Record
- 4-H Story
- Maryland 4-H Project Records (one for each completed project)
  - o Project record 1
  - o Project record 2
- Pictures
- News Clippings
- Correspondence
- Past records