How to Check that my Dog Record Book is Up-to-date

#	Title		Did I…
1.	*Cover*	☐	Write in my project, animal name, age group, etc.?
		☐	Leave the completion signatures blank? (this should be signed at the end of the project)
		☐	Sign and date the project agreement?
		☐	Have my parents sign and date the project agreement?
2.	*Policy and Agreement:*	☐	Read, sign and date the Pet Treatment Policy?
2/3.	*Project Goals:*	☐	Write down my two project goals and 3 steps for each?
		☐	Write down my two personal goals and 3 steps for each?
3.	*Contacts*	☐	Write in the contact for your 4-H leader, vet, extension office, etc.?
4.	*General Dog Care*	☐	Write in my dog's name?
		☐	Fill out the dog care list?
5.	*Inspection Record*	☐	Date and comment on each check point early in the 4-H year?
		☐	Date and comment again before fair?
6.	*Feeding Record:*	☐	Write in my dog's name?
		☐	Answer the questions about your pets feed?
7.	*Health Record:*	☐	Record all vet visits, sicknesses, and health treatments for your dog?
8.	*Dog Identification Form*	☐	Complete one ID form for each project dog?
		☐	Include all vaccination dates and vet signature?
9.	*Supplies and Equipment:*	☐	Record all of the supplies you have for your project and the value?
10.	*Expense Record:*	☐	Record all expenses related to your pet project for the year?
11.	*Income Record:*	☐	Record any winning from shows or money I made for my project this year?
		☐	Record the pets or items I sold?
12.	*Show/Event Log:*	☐	Record the shows I attended this year?
13.	*Activity Log:*	☐	Record my community service, demonstration or judging activity?
		☐	Record the club meetings or project activities I attended?
		☐	Record the club offices I held or 4-H conference I attended?
14.	*Training Evaluation Log:*	☐	Fill out the beginning date?
		☐	Mark each item as need to learn, average or excels under beginning? (ending cannot be marked until the end of the project)
15.	*Goal Evaluation*		Leave blank? (cannot be completed until the end of the year)
16.	*Photographs:*	☐	Taken pictures of my project? (pictures do not have to be included until the end of the project)
17.	*Story:*	☐	Started writing my story? (the story does not have to be included until the end of the project)
18.	*Project Completion*	☐	Leave blank? (cannot be completed until the end of the project)