

## How to Check that my Companion Animal Record Book is Up-to-date

<b>Pg #</b>	<b>Title</b>	<b>Did I...</b>
1.	<i>Cover</i>	<input type="checkbox"/> Write in species and how many years? <input type="checkbox"/> Write in my name, club, county, etc? <input type="checkbox"/> Sign and date my project agreement? <input type="checkbox"/> Have my parents sign and date my project agreement?
2.	<i>Goals:</i>	<input type="checkbox"/> Write in my goals and to do plan (Int/Sr) or answer the questions (Jr)? <input type="checkbox"/> Write down my veterinarian and phone number (Int/Sr)?
3.	<i>Equipment Inventory:</i>	<input type="checkbox"/> Write the Start date of my project (Sr)? <input type="checkbox"/> Record all the equipment that I have used so far for my animal project(s)? <input type="checkbox"/> Record the value or the equipment I listed (Int/Sr)?
4.	<i>Animal Inventory:</i>	<input type="checkbox"/> Record each of my animal's name? <input type="checkbox"/> Write in the breed, color, age, etc. for each of my animals? <input type="checkbox"/> Record N/A in boxes that are not applicable for that animal?
5.	<i>Health Record:</i>	<input type="checkbox"/> Record all sicknesses and vet checkups? <input type="checkbox"/> Record vaccinations and deworming for all my horses? <input type="checkbox"/> Record all care including clipping and feet care for all my horses?
6.	<i>Health Expense Record:</i>	<input type="checkbox"/> Label the project columns? (Int/Sr) <input type="checkbox"/> Record what I paid for from my health records?
7.	<i>Feed Expense Record:</i>	<input type="checkbox"/> Label the project columns? (Int/Sr) <input type="checkbox"/> Record all the feed I bought for each animal?
8.	<i>Other Expense Record:</i>	<input type="checkbox"/> Label the project columns? (Int/Sr) <input type="checkbox"/> Record anything else (not feed or health) I bought this year?
9.	<i>Income Record:</i>	<input type="checkbox"/> Record any winning from shows? <input type="checkbox"/> Record the animals or items I sold? <input type="checkbox"/> Record the money I made for my project this year?
10.	<i>Financial Summary:</i>	<input type="checkbox"/> Label the project columns? (Int/Sr) (cannot be completed until the end of the project)
11.	<i>Involvement Records:</i>	<input type="checkbox"/> Record my community service, demonstration and judging activity? <input type="checkbox"/> Record my leadership (brought snacks, helped leader, led pledge, held club office, attended conference, etc.)? <input type="checkbox"/> Record the shows I attended this year?
12.	<i>Story and Pictures:</i>	<input type="checkbox"/> Take pictures of my project or start writing my story? (Pictures and story do not have to be included until the end of the project)
13.	<i>Goal Reflection, Project Compl.</i>	<input type="checkbox"/> Record when and where I took the MQA training? <input type="checkbox"/> Leave the rest blank? (Cannot be filled out until the end of the project)

**Do not sign the Project Completion until the project is complete.**