

# 4H Horticultural Record

Name: \_\_\_\_\_

4-H Age: \_\_\_\_\_

Club Name: \_\_\_\_\_

This 4-H project record was prepared for use with 4-H horticultural projects, vegetables, fruits, and ornamentals. When completed, this will help you analyze your project activities, practices and financial success. Record keeping is most accurate and complete when done on a regular basis. Make entries at the time they occur. The starting point for the record is with the beginning inventory. From there you should become familiar with the entire record so that you will know what type of information is needed.

*Prepared by: Susan Gray, Extension Assistant in  
Vegetable Crops - Youth Programs*



# Project Inventory

Beginning Inventory - date started \_\_\_\_\_ Ending Inventory - date completed \_\_\_\_\_  
 Record all equipment, supplies and plant materials on hand at the beginning of the project.

<i>Equipment Supplies and Plant Materials</i>	<i>Amount</i>	<i>Value</i>
TOTAL		\$

Record value of all equipment supplies and plant materials remaining at the end of the project.  
 NOTE: Include any canned or frozen goods, potted plants, etc. left over at the end of the project.

<i>Equipment Supplies and Plant Materials</i>	<i>Amount</i>	<i>Value</i>
TOTAL		\$

Value Ending Inventory: \$ \_\_\_\_\_ also enter this amount on page \_\_\_\_\_

Value Beginning Inventory: \$ \_\_\_\_\_ also enter this amount on page \_\_\_\_\_



# Production Cost Record

List all items of cost in producing and marketing the crops included in your project, except beginning inventory. Where no actual outlay of money was involved, such as with gift items, estimate the cost and mark it "est". Add other descriptive words to cost items when they will help the evaluation of your project. For example: plowing – 3 hours @ \$4.00 per hour = \$12.00; 500 pounds 5-20-20 @ \$70.00 per ton = \$17.50; etc. Be sure to state clearly what you want to say so that the reader will have no difficulty in understanding your project.

*Item of Cost* *Date* *Cost*

## Soil preparation, planting, cultivating, spraying, hauling, and use of other machinery and tools.

<i>Item or Practice</i>	<i>Date of Work</i>	<i>Cost</i>

TOTAL \$ \_\_\_\_\_

## Fertilizers, manures, lime, etc.

<i>Item or Practice</i>	<i>Date Obtained</i>	<i>Cost</i>

TOTAL \$ \_\_\_\_\_

## Seeds and Plants

<i>Item or Practice</i>	<i>Date Purchased</i>	<i>Cost</i>

TOTAL \$ \_\_\_\_\_

**Sprays and/or dusts**

<i>Item or Practice</i>	<i>Date Purchased</i>	<i>Cost</i>

TOTAL \$ \_\_\_\_\_

**Hired labor, Other labor,(include yours)**

<i>Kind</i>	<i>Hours</i>	<i>Cost</i>

TOTAL \$ \_\_\_\_\_

**Supplies, containers, equipment, etc.**

<i>Item</i>	<i>Date Purchased</i>	<i>Cost</i>

TOTAL \$ \_\_\_\_\_

**Other items such as rent of land, building, marketing costs, interest on investment, etc.**

<i>Item</i>	<i>Date</i>	<i>Cost</i>

TOTAL \$

GRAND TOTAL \$

## Production Practices

**Soil Improvement**

A. describe soil testing procedure, soil test results and recommendations, mulches, use of cover crops, crop rotation, etc.

B. List the applications of animal manure, fertilizers & lime: kinds used, amounts, when & how applied.

C. Describe your irrigation system: how, when, and how much water was applied. If irrigation was not used, report the amount of rain fall that your project received during each month of the growing season.

**Disease, Insect and Weed Control.** List the insects, diseases and weeds that required control measures and note what materials were used for control, when and how applied. Consult your Extension Agent for the latest pest control recommendations and follow directions carefully.

**Special Cultural Practices.** Describe and comment upon such items as staking tomatoes, propagation method used, cuttings, seed, air, layering, etc. Use of special equipment, comparison of varieties, etc.

# Market or Home Use

The actual success or failure of your project depends on how satisfactorily the crops were used at home or how successful you were in selling them at a profit. This section of your record deals with the methods you used in harvesting, preparing, packaging and marketing the vegetables, fruits or ornamental plants that you grew.

**Market** Where and how you sold your produce or plants. How did you find a buyer and how did you decide on and regulate the price charged. If you did not actually market any of your production, explain why not and tell where you might sell if you repeat this project again.

**General** How did you harvest your crop and prepare it for market, grading, washing, packaging, etc? Why did you prepare them as you did? What factors did you use to determine when to harvest your crops?



## Project Summary

### LEADERSHIP

List your accomplishments both in this project and as a member of your club, county council, etc.  
*Ex: participate in TLC as the delegate to District VIII meetings.*

Date	Please Describe

### COMMUNITY SERVICE

List in detail your individual or club community service accomplishments and the purpose for the service. *Ex: Our 4-H Club saw a need for a food drive & collected 200 items that were delivered to the needy.*



Date	Activities and Events

## PRESENTATIONS

List in ***detail*** the demonstrations, speeches, exhibits, workshops where you presented.  
 Also list the topic of your presentation & the level at which you participated at.  
*Ex: County Events Demonstration - "How to prepare your Rabbit for Show" Check County*

Date	Activity	Topic	Please check level				
			Individual	Club	Cnty	District	State

## CLUB ACTIVITIES

What activities did you participate in with your 4-H Club.  
*Ex: Workshops, fair, field trips, judging trips*

Date	Activities

## **NEWSPAPER Articles and/or Pictures of your 4-H Project**

*NEWSPAPER Articles are extra and will not be deducted.*

*If you or your 4-H club was in the newspaper please attach the article here.*

For project pictures, be sure to include captions describing each photograph. If possible show (

The Beginning of your project ( work being done and ( your completed project.

(Minimum of 3 pictures ). You may insert pages as needed.



