

How to Check that my Lease-An-Animal Record Book is Up-to-date

Pg #	Title	Did I...
1.	<i>Cover</i>	<input type="checkbox"/> Mark all my projects and write in 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 by answering all the questions? <input type="checkbox"/> Write down who will help me with my project?
3.	<i>Animal ID:</i>	<input type="checkbox"/> Complete an Animal ID page for each animal I am leasing? <input type="checkbox"/> Record the Start Value of Animal? <input type="checkbox"/> Leave End Value of Animal blank? (cannot be completed until end of year)
5.	<i>Equipment Inventory:</i>	<input type="checkbox"/> Record all the equipment that I have used so far for my LAA project?
6.	<i>Feed Expense Record:</i>	<input type="checkbox"/> Record all the feed the Barn Manager bought for my animal?
7.	<i>Health Expense Record:</i>	<input type="checkbox"/> Record what the Barn Manager paid for from my health records?
8.	<i>Health Record:</i>	<input type="checkbox"/> Write down the Barn Manager's veterinarian and phone number? <input type="checkbox"/> Record all sicknesses, vaccinations, deworming and vet checkups? <input type="checkbox"/> Record all care including clipping, trimming and cleaning for all my animals?
9.	<i>Other Expense Record:</i>	<input type="checkbox"/> Record what I bought (not feed or health)for my LAA project?
10.	<i>Income Record:</i>	<input type="checkbox"/> Record any winning from shows? <input type="checkbox"/> Record the items I sold? <input type="checkbox"/> Record the money I made for my project this year?
11.	<i>Financial Summary:</i>	(cannot be completed until the end of the project)
12.	<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?
13.	<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)
14.	<i>Supplements:</i>	<input type="checkbox"/> Print off required supplement page (fiber, breeding)? <input type="checkbox"/> Fill out the supplement for each animal?
17.	<i>Work Log</i>	<input type="checkbox"/> Record all the times I work on my LAA project?
18.	<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.