Polk County CattleWomen's Association

2027

Polk County Youth Fair

Open & Commercial Steer

Record Book Contest

Deadline—5:00 pm

January 27, 2027

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Exhibitor Initials

Initial the box above *only if you wish to have your record book judged for the PCCW Record Book Contest. By initialing the box you are confirming that you have completed the record book in its entirety and have followed the instructions listed on the Instruction Page.*

PCCW Contact:

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The record book contest will be divided into 2 age categories as listed below and will be awarded the following cash prizes:

Junior Division (8-13 years old)	**Senior Division (14 – 18 years old)**
1st place - $100	1st place - $100
2nd place - $50	2nd place - $50
3rd place - $25	3rd place - $25

Record books must be submitted **no later than 5 pm** on January 27, 2027 to the box located outside the Youth Fair office.

PURPOSE

The purpose of a market animal project is to achieve the following:

- To acquire an understanding of the animal industry by preparing for, purchasing, caring for and keeping records on one or more head of animals.
- To be able to identify the types and breeds of animals and employ efficient methods of production and marketing.
- To understand the business aspects and economics of purchasing animals, feed, facilities and equipment for an animal project.
- To develop integrity, sportsmanship and cooperation.
- To develop leadership abilities, build character and become responsible citizens.

Steer Record Book

Name _____

Age (as of September 1st) _____

Club/Chapter _____

Record Started (month/day/year) _____

Youth Animal Project Agreement (to be completed at beginning of project)

The youth is responsible for caring for the animal, which will include feeding, deworming, providing fresh clean water, providing a pen, washing and showing. The youth will use this project as an educational tool to learn skills needed in the livestock industry. This project will also help the youth to accept success and failure as a learning experience. The youth will keep accurate records on their project animal.
I accept these responsibilities.

_____

Date Signed-Youth

The parents are responsible for providing financial help if needed along with assistance and encouragement while the youth is raising this animal. We accept these responsibilities.

_____

Date Signed-Parent or Caretaker

To be completed after the project:

I hereby certify that as the exhibitor of this project, I have personally kept records on this project and have personally completed this record book.

_____

Date Signed by Exhibitor

This youth is an active member of the _____ Club/Chapter. This record book has been completed by the youth and is an accurate record of the project.

_____

Date Signed by Club/Chapter Leader

Drug Statement

I hereby certify that any drug, antibiotic or biological substance which may have been administered by myself, or any other person, was done so in strict compliance with the manufacturer's label requirements.

_____

Date Signature of Youth

_____

Date Signature of Parent or Caretaker

Instructions

- It is suggested that a copy of this record book be made for use as a "work copy." Records can then be transferred into this book for a final copy. This document can be photocopied or additional copies printed from www.pcyf.net.
- **Only** Polk County Cattlewomen's Association Record Books will be accepted for judging. Other record books (4H, State Fair, etc) are **not** eligible for judging.
- Your record book should start on the purchase date of your animal and should be ongoing through the duration of your project. Do not wait until the week of Youth Fair to start your record book.
- Initial the box on the record book cover to indicate that you wish to have your book judged for the contest. **Any record books without this box initialed will not be judged.**
- All signatures must be obtained on the front of the record book.
- Complete all pages of the record book. If a particular page/field does not apply to your project, make a note to that effect to show that you looked at the page/field, but it did not apply to you.
- While you are required to submit a minimum of four pictures of your project, please do not make your record book a scrapbook as this detracts from the purpose of the project. Your time should be spent caring for your animal and keeping accurate records.
- You may put your record book in a binder or report cover, however this is not necessary as long as all pages are included.
- Do **not** include sales receipts, health certificates or additional documents.
- **Always** double check your work, especially your math calculations.
- Have someone check your project story for spelling and grammar **before** you write it in the final record book.
- Your final record book should be **handwritten by the exhibitor**. Take your time; write neatly and legibly. Neatness counts!
- The judge grading the record books will be knowledgeable about what is needed for the project. Be sure all information is accurate (equipment, prices, quantities, weights, etc.).
- The Check List page (pg. 15) should be included with your record book. It serves two purposes:
    1. As a checklist for the exhibitor to be certain they have completed and included all items necessary.
    2. As a place for the judges to make notes, comments and suggestions.
- **Submit your record book on time!** No entries submitted past 5:00 pm on January 27 will be judged.

GOALS AND ACHIEVEMENTS FOR THIS PROJECT

Choose several goals for your project. Goals should be established at the beginning of your project. They should be challenging, yet attainable. Goals should include all aspects of your project. At the beginning of the project, list what you plan to do. *Examples might be, but are not limited to: Raise my steer to completion and exhibit at PCYF. Achieve a final weight of ____. Give a presentation/ demonstration at my club meeting. Learn appropriate show practices.* At the close of the project, the achievements should be compared with your goals. Have your leader initial and date the goals you achieve.

Goal	Date achieved	Leader's Initials	Comments

INVENTORY OF SUPPLIES AND EQUIPMENT

This is a record of what you have before you start your project, those items you purchase/receive during your project, and what you have at the end of your project. This could include any brushes, grooming supplies, show box, pens, fences, etc. For items that you buy at the beginning of this project, simply write down the price paid. For items that were given or lent to you, or you owned before the beginning of this project, estimate their worth using fair market value. *For example, a new show halter might cost $30. Based on depreciation of 10% per year, a show halter that you have owned for two years at the beginning of this project is worth about $24 at the* ***beginning*** *of this project and $21 at the* ***end*** *of this project.* Make copies and add additional pages if necessary. When accuracy has been checked, transfer the total value from Box 1 to Project Summary on page 10. **Do not include sales receipts.**

Item Description	# of Years Owned	Purchase Price/Value	Depreciation (10% of purchase price, per calendar year)	Price/Value at the beginning of project	Estimated Value at the end of project*	Note if sold (S), discarded (D), Lost (L) or Kept (K)
Brush	New	$6.00	.60	$6.00	$5.40	K
Show Halter	3	$30.00	$3.00	$24.00	$21.00	K
TOTALS						

*Use fair market value and include 10% depreciation. This is because every item decreases in value once you use it. If the item is lost or discarded, it has no value.

Box 1
Total Value of Inventory & Supplies

PROJECT ANIMAL INVENTORY

Your animal has a value at the time you obtain it and throughout the project, even though it has not sold yet. The Initial Animal Inventory section is where you calculate the value of your animal at the time you obtain it, whether it is born on your property or you purchase it. If the animal was born on your property, then the Starting Value is the Market Value *at the time it was born.* The Closing Animal Inventory section is where you calculate the current value of your animal at the time of fair check-in. *Current Market Prices (price per pound) can be obtained by contacting a local livestock market. This should be done at the beginning of the project and at the end of the project.* Local livestock markets include (but are not limited to): Cattleman's Livestock Auction – (863) 665-5088; Arcadia Stockyard - (863) 494-1808. When accuracy has been checked, transfer totals from Box 2, 3 & 4 to Project Summary on page 10.

INITIAL ANIMAL INVENTORY									**CLOSING ANIMAL INVENTORY**						
Identification of Animal				**Date Obtained**					**Check-In**			**Sold** (For your post-sale records.)			
Name & Color	**ID# / Reg#**	**Breed**	**Birth Date**	**Date Born OR**	**Date Purchased**	**Starting Weight**	**Starting Price or Value**	**Market Value** (Starting weight x current market price)	**Final Weight**	**Current Market Price (per lb)**	**Market Value** (Final weight x current market price)	**Final Weight**	**Sale Price (per lb)**	**Total Price** (Final weight x sale price)	**Market Value** (Final weight x current market price)
							$	$		$	$		$	$	$
							$			$				$	
							Box 2 Starting Value of Animal			**Box 3 Ending Value of Animal**				**Box 4 Total Income From Animal**	

MISCELLANEOUS OPERATING EXPENSES RECORD

(Other than feed and cost of animal)

List miscellaneous operating costs other than feed and cost of animals on these pages. Examples: stall rentals, bedding, transportation, stationary/photos/postage for bidder letters, vet fees, medicines, buyer's gift, show supplies, etc. Use the unit by which pricing is normally done (pounds, dozens, tons, etc.) and identify which unit is being used. In column 4, record the price per unit of the units used in column 3. Multiply the Price per Unit (column 4) by Quantity (column 3) to get the cost of each item and record in Column 5. When the accuracy has been checked, transfer the total costs from Box 5 to the Project Summary on page 10. **Do not include sales receipts.**

1	2	3	4	5
Date	**Item/Description**	**Quantity**	**Price per unit**	**Total**

Box 5
Total Misc. Operating Expenses

FEED EXPENSE RECORD

Enter information **every time** you purchase feed for your project. Make copies and add pages as necessary. When accuracy has been checked, transfer appropriate totals to pages 8 & 10. **Do not include sales receipts.**

Date	Kind of Feed	Protein Supplement		Grain/Complete Feed (bag feed, corn, etc.)		Roughage (hay, silage, grasses, etc.)		Other	
		Pounds	Cost	Pounds	Cost	Pounds	Cost	Pound	Cost
			$		$		$		$
TOTALS			$		$		$		$
		1	A	2	B	3	C	4	D

Total Cost of Feed Purchased (Add the total value of columns A, B, C & D)

$

Box 6

Total Pounds of Feed Purchased (Add the total value of columns 1, 2, 3 & 4)

LB

Box 7

ENDING INVENTORY - Calculate the amount of feed left at the end of your project and its approximate value.

LB $

Subtract the pounds in ENDING INVENTORY from the pounds in Box 7 to get the TOTAL POUNDS fed.

LB

Box 8

Subtract the $ value of ENDING INVENTORY from Box 6 to get the TOTAL $ AMOUNT spent on feed for your project. Enter in Box 9.

$

Box 9

INDIVIDUAL HEALTH RECORD

This should include any health-related activities pertaining to the individual project animal (de-worm, vaccinate, or use of veterinarian services for any other reason). Include well-animal care. **Do not include receipts or health certificates.**

Treatment Date	**Symptoms** (condition being treated & for what reason) **Prevention-P Treatment-T**	**Treatment Given** (medications dispensed, amount & where)	**Instructed Meat Withdrawal**	**Comments/Observations**	**Date Withdrawal Complete**	**If this is an extra label or Rx drug, list the licensed veterinarian's name, address & phone number who prescribed or directed the treatment**

WEIGHT RECORDS

Keep track of your steer's weight gain throughout your project. Be sure to include the beginning and final weight at check-in. Your first entry should be the beginning weight. *If you do not have access to scales, use a weight tape.*

Date	Weight	Pounds Gained Since Last Weighing (A)	Number of Days Since Last Weighing (B)	Average Daily Gain (A÷B)
Beginning Weight				

FINAL RATE OF GAIN

Starting Weight (Should match Page 7) **A**	**Final Weight** (Should match Page 7) **B**	**Total Gain** (B-A) **C**	**Total Days on Feed** **D**	**Rate of Gain** (C÷D)	**Total lbs of Feed Fed** (See page 5, Box 8) **E**	**Feed Conversion** (E÷C)	**Cost of Gain** (Page 5, Box 9 ÷ C)

SHOW RECORD AND PREMIUMS WON

(Put show expenses under Miscellaneous Operating Expenses on page 4.)

Date	Name of Fair or Show	Name of Entry and Class	Award or Placing	Show Premiums Won

TOTAL PREMIUMS WON

Box 10

PROJECT SUMMARY

INCOME

This is the total value of your animal, supplies, and premiums at fair time, whether your animal has sold or not. You will need to enter a value in either field "B" or "C". If your animal has not yet sold, be sure to enter the ending value of the animal in field "B". Refer to instructions on page 3.

A. Value of inventory and supplies at end of project (page 2, Box #1) $_____

B. Ending value of animal (page 3, Box #3) $_____
Complete "B" only if your animal has not yet gone to sale.

OR

C. Total income from animal sold (page 3, Box #4) $_____
Complete "C" only if you have already sold your animal.

D. Show premiums won (page 9, Box #10) $_____

TOTAL INCOME (add A, B, C and D) $

EXPENSES

A. Starting value of animal raised or purchased during project year (Page 3, Box #2) $_____

B. Miscellaneous operating expenses (Page 4, Box #5) $_____

C. Total feed costs (Page 5, Box #9) $_____

TOTAL EXPENSES (add A, B and C) $

TOTAL PROFIT OR LOSS (Total Income – Total Expenses) $

BREAK-EVEN PRICE (Total Expenses ÷ Final Weight) $ per lb

PROJECT STORY

Write a story about your project. Topics to consider include, but are not limited to:

- Why did you choose the steer you did? Did you research breeds, breeders, etc?
- Were there things you wish you had known prior to the project? If so, what were they?
- Describe the daily care routine for your animal.
- What new skills did you learn from this project?
- What was your most significant experience? What did you like most or least about this project?
- What would you do differently or do to improve next time?

PROJECT PICTURES

These pictures should be from start to finish of your project along with different skills that you have learned while participating in this project. This should include a minimum of 4 pictures and a maximum of 8 pictures. Include a caption with each picture. The captions should tell a story.

PROJECT PICTURES continued...

CHECK LIST

(This page should be included with the record book when submitted. Do not discard this page.)

ITEMS	EXHIBITOR CHECK	JUDGE COMMENTS
Exhibitor information/Project agreement		
Completion signatures/Drug statement		
Goals and achievements (page 1)		
Inventory of Supplies & Equipment (page 2)		
Project Animal Inventory (page 3)		
Miscellaneous Operating Expenses (page 4)		
Feed Expense (page 5)		
Individual Health Record (page 6)		
Weight Records (page 7)		
Final Rate of Gain (page 8)		
Show Record & Premiums Won (page 9)		
Project Summary (page 10)		
Project Story (pages 11 & 12) MINIMUM ONE PARAGRAPH		
Project Pictures (pages 13 & 14) MINIMUM OF FOUR PICTURES		
Copies of Bidder Letters MINIMUM OF TWO LETTERS		
Neatness and Accuracy		

Additional Judges' comments/suggestions...