

MEMORANDUM

DATE: June 10, 2011

TO: All D5 County Extension Agents & Extension Agents-1890

FROM: Dr. Montza Williams
Assistant Professor and
4-H & Youth Development Specialist

SUBJECT: 2011 District 5 4-H Recordbook Judging and Memory Book Guidelines

District 5 4-H Recordbook Judging is scheduled for July 7, 2011, 9:00 a.m., at the Nacogdoches County Extension Office. Lunch will be on your own.

All agents are scheduled to assist with judging unless otherwise excused in advance through DEA Shelia Lewis. Requests to be excused should be made in writing as soon as possible and at least two weeks prior to judging.

Each county is asked to bring one or more **trained** leader(s) to assist with the judging. Older senior age youth can serve as judges in the junior divisions. Using the attached form, please list names of volunteers who will participate. Return the form to the District Office by June 24.

Judging assignments will be made based on the entries received. Where possible, volunteers will be assigned to judge categories of their preference, as long as there are no senior entries from their respective counties in that category.

REGISTRATION: A summary form for indicating junior, intermediate, and senior recordbook entries is attached. This form is to be returned to the district office as soon as possible and no later than June 24. The summary form will serve as the entry from your county. One book in each age division in each category may be entered.

Recordbooks may be submitted prior to judging or may be brought to Nacogdoches on July 7. Please check each recordbook carefully and include the 4-H Recordbook Check Sheet

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inside the front cover. Refer to *For The Record* materials and the *Record Improvement Guide* for further instructions.

Please share the information in this letter with volunteers who will be assisting in Recordbook Judging. If you should have any questions or need additional information, please give us a call.

Attachments

cc: Dr. Chris Boleman
Dr. Darrell Dromgoole
Mrs. Shelia Lewis