

# 2022 Oklahoma 4-H Awards Certification Page



<b>Name</b>					<b>County</b>	
<b>Address</b>						
<b>City, State, Zip Code</b>						
<b>Phone Number</b>						
<b>Email Address</b>						
<b>Grade (As of Sept. 1, 2021)</b>						
<b>Entry Category</b>		<b>Level 1</b>		<b>Level 2</b>		<b>Hall of Fame</b>
<b>4-H Project Area Entered</b>						
<b>If declared winner in two projects, which do you prefer (Choose your top one)</b>						

## Level 1 & 2 Project Checklist

**4-H member will complete checklist below to make sure they have formatted their entry correctly. A penalty of 5 points per item will be assessed to the record book score if not correct!**

Oklahoma Report Form – nine pages maximum

Section 1A –2 pages maximum

Section 1B – 1 page maximum

Section II –2 pages maximum

Section III –2 pages maximum

Section IV & V –½ page maximum for each section on same page

Story – six pages maximum, double spaced. There is no need to include name, county and project on the top right of the story

Photographs- three pages maximum. Photos should have captions. Photography Project Book may have ten additional pages of pictures which can be 8” x 10” prints or smaller to show examples of photography work and captions

Font size for Oklahoma Report Form, Story and Photo captions must be a minimum of 12 point font.

Approved fonts include: Times New Roman, Arial, Cambria, or Calibri

All pages are 8 ½” x 11” with margins as follows

Left- 1.25”      Right, Top, and Bottom 0.5”

Project Record Sheets, newspaper clippings, or correspondence should not be included

**I have personally prepared this report and certify that it accurately reflects my work.**

\_\_\_\_\_  
Date ( mm/dd/yyyy )

\_\_\_\_\_  
Signature of 4-H Member

**We have reviewed this report and believe it to be correct. Extension Staff has entered the report and uploaded necessary documents into the Oklahoma 4-H Record Book Data Base.**

\_\_\_\_\_  
Date ( mm/dd/yyyy )

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date ( mm/dd/yyyy )

\_\_\_\_\_  
Signature of Extension Staff