



Lenawee County 4-H

Static Entrepreneurship Market Book

(8 – 11 years old)

Year 20 _____

Name _____

Project _____

4-H age _____

Years in project _____

This project record book will document your growth during this year in this project area. The sections will guide you as you plan your project, work on it, and reflect on your completed project. The questions are meant to aid you in each section. You may decide to write more than the questions ask for. You may add additional information and other items, such as photos and resources. If you keep a project record book each year, you will be able to see how your skills and knowledge develop over time.

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1. Describe your project:

2. Why did you choose this project for your entrepreneurship project?

3. How many years have you been in the project area? _____

4. How many years have you been in the Static Project Entrepreneurship Project? _____

5. Attach a photo of your project:

SKILLS OR KNOWLEDGE NEEDED FOR THE PROJECT

What do you need to know or be able to do to complete this project? How did you learn these skills?

EXPENSES

SUPPLIES

Materials	Amount	Cost
(example) photo enlargement	1 8"x10" enlargement	\$4.50
black mat board	1 11"x14" mat board	\$2.00
rubber cement	1 jar	\$3.32
Materials	Amount	Cost

TOTAL COST of Materials: _____

TIME

What are you doing?	Amount of time you worked on your project
(example) gathering ingredients for cupcakes	10 minutes
measuring and mixing ingredients	15 minutes
baking cupcakes	22 minutes
making frosting	20 minutes
decorating cupcakes	1 hour
What are you doing?	Amount of time you worked on your project

TOTAL TIME SPENT (in hours or minutes): _____

BUYER INVITATION LETTER

1. Attach a copy of your buyer invitation letter.
2. Attach a list of potential buyers you contacted (first and last name).

Design and produce an invitation letter that you will send to your potential buyers promoting and marketing your project. Your letter should describe the effort you have put into making the project and what you have learned. Invite them to see all of the projects in the silent auction. Consider including a photo of you and your project. Be creative!

Your letter should indicate where the silent auction will take place. If they are the winning bidder, they will be contacted with information on how to pay and where to pick up their item.

Personalize and send the invitation letter to your potential buyers by the first week of July.

THANK YOU NOTE

1. Attach a copy of the thank you note that you will send to your buyer after the silent auction. Your thank you note does not have to be long. Three to five sentences expressing your appreciation works well. This note will make it easier for you to write a hand-written copy to warmly thank your buyer for their support.

REFLECTION:

1. What did you enjoy most about this project?

2. What part of this project challenged you the most?

3. What would you change if you were doing this project again?

Static Entrepreneurship Checklist

Name _____ Club _____

Phone (to be reached during the fair) _____

Project description _____

1.	_____ Project superintendent	Project was entered in the appropriate class in the project area. Project has been judged in project class and is released to entrepreneurship judging. RIBBON A B C
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2.	_____ Entrepreneurship supt.	Project has been judged in entrepreneurship class.
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3.	_____ Entrepreneurship supt.	Framed 8x10" photo of food, floriculture, or horticulture project is turned in.
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4.	_____ Entrepreneurship supt.	Static Entrepreneurship Market Book is turned in.
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5.	_____ Entrepreneurship supt.	4-Her signed up to work at least one (1) half-hour shift in the Entrepreneurship Silent Auction display area. (Shifts are 5-9 p.m., Sunday through Friday.)
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If the project earned an A ribbon in the project class and the above requirements have been fulfilled, the entrepreneurship project is eligible for the silent auction.

6.	_____ Entrepreneurship supt.	Project is entered in the silent auction.
	_____ 4-Her	

Entrepreneurship superintendent: turn this checklist in with your judging book.

7.	_____ Entrepreneurship supt.	Project is not entered in the silent auction. Project is being returned to the project area for display.
	_____ 4-Her	
	_____ Project superintendent	

Project superintendent: turn this checklist in with your judging book.