**Guidelines for Lease Agreements for Non-Owned 4-H Projects**

The 4-H program recognizes the educational value of animal projects. We allow leased projects so that a greater number of members will be able to participate. This project is designed to make it possible for 4-H members to be able to have a non-owned 4-H project which can be shown at 4-H shows. Requirements include:

1. A lease agreement must be signed by the parties involved and must include the animal's identification (photo and description or registration papers if applicable). **An individual who leases an animal to a 4-H member to be used as a 4-H project does so as the owner of the animal and not as a 4-H volunteer. Being a 4-H volunteer involves actions independent of leasing an animal.**
2. The animal must be leased prior to April 1st to participate in the New England 4-H Horse Program and May 1st for New England 4-H Dairy and Beef Heifer Programs. Members wishing to participate in the New England 4-H Dog and other Livestock Programs must lease their animals by June 1st. For participation in 4-H Fairs, all animals must be leased by June 1st (May 1st for Dairy and Beef Cattle and Horse). The 4-H Animal Verification Form must be completed for all leased animals. For Dairy Cattle: In all milking age classes, 2 year olds and up, the cow must have been owned or leased on May 1st before the animal reached her second birthdate. Proof of lease or ownership is required.
3. Pilot for 2025, a 4-H member may lease up to four animals in a single project area during the 4-H project year except for rabbits, poultry, cavies, reptiles, crustacean and small animals which is limited to 10 per project area. This increased limit is not intended to limit the number of 4-H members who have the opportunity to lease a project animal. Offspring of leased project animals can be considered part of the 4-H project if stated in the lease and if it does not violate the “maximum of animals leased in a single project” rule.
4. The leased animal may be exhibited only by the 4-H member leasing the animal during the time the contract is in effect.
5. All leased animals must be bona fide 4-H projects. The member must assume responsibility for care and management of all project animals as specified in the lease agreement.
6. **Both owner (Leasor) and 4-H member (leasee) are responsible for any damages caused by said animal.**

The lease form provided is a sample draft agreement. It can be used as is or additions or corrections can be made. The 4-H member and owner should put all conditions into the lease agreement which would affect this agreement. It is important that discussions be held between the 4-H Member and owner so that both parties understand each other's responsibilities. Decisions made should be included in writing on the final lease agreement. Examples of topics needing agreement include transportation arrangements to fairs (who will hire the trucking?); who will pay for special vaccinations/testing needed for participation in fairs (i.e. rabies); what fees, if any, will be charged the 4-H member for use of animal during the lease period; who will provide the necessary equipment to be used (halters, fitting and grooming aides, etc) and where animal will be housed during the lease period. If kept at the owner's home or farm, arrangements should be made for care of animal by the 4-H member.

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| All 4-H project animals are shown and otherwise used at the risk of the 4-H member. Any damages to persons or property are the legal and financial responsibility of the 4-H member and parent/guardian who owns/leases the animal. Any 4-H member with an animal project (owned or leased) is advised to check that their parent/guardian’s personal property insurance covers the animal. |