

Dane County 4-H



Buyer Letters for 4-H Meat Animal Projects

When a kid is writing a buyer letter for their 4-H project, it's important to include several key pieces of information to make the letter informative and appealing to potential buyers.

Here are some suggestions on what to include:

1. **Introduction:** Start with a friendly greeting and introduce yourself. Mention your name, age, and how long you have been involved in 4-H.
2. **Project Details:** Provide specific details about your 4-H project. Include information about the type of animal you are raising (e.g., steer, pig, lamb), its breed, and any special characteristics or qualities it has.
3. **Care and Management:** Describe the care and management practices you have followed. This can include feeding routines, health care, and any special training or handling you have done. Highlight your dedication and the hard work you have put into raising the animal.
4. **Achievements and Goals:** Mention any achievements or awards you have received in 4-H, as well as your goals for the future. This helps to show your commitment and the skills you have developed through the program.
5. **Auction Details:** Provide information about the upcoming auction, including the date, time, and location. Explain how the auction works and how buyers can participate.
6. **Why Support 4-H:** Explain the benefits of supporting 4-H and how purchasing your animal can help you and other members. Mention how the funds will be used, such as for future projects, education, or other personal goals.
7. **Contact Information:** Include your contact information so potential buyers can reach out with any questions or to express interest. This can include your phone number, email address, or social media handles.
8. **Thank You:** End the letter with a thank you message, expressing your appreciation for their time and consideration.

Tips:

- Make the letter show your personality and why this is important to you. Pictures of you and your animal will really personalize it for the potential buyers.
- Point out that purchases at our fair are tax deductible.

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Here's a sample outline for a buyer letter:

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

Dear [Potential Buyer's Name],

My name is [Your Name], and I am [Your Age] years old. I have been a proud member of the [Your 4-H Club Name] for [Number of Years] years. This year, I am excited to present my [Type of Animal] project at the upcoming 4-H auction.

I have been raising a [Breed of Animal] [Type of Animal] named [Animal's Name]. Over the past several months, I have dedicated myself to providing the best care for [Animal's Name], including a balanced diet, regular health check-ups, and daily training. [Animal's Name] has grown to be a healthy and well-mannered [Type of Animal], and I am proud of the progress we have made together.

Throughout my time in 4-H, I have learned valuable skills such as responsibility, leadership, and teamwork. I have also had the opportunity to participate in various competitions and have received [Mention Any Awards or Achievements]. My goal is to continue growing in the 4-H program and to use the funds from this auction to support my future projects and educational aspirations.

The [Name of Auction] will be held on [Date] at [Location]. The auction will begin at [Time], and I would be honored if you could attend and consider bidding on [Animal's Name]. Your support would mean a great deal to me and would help me continue my journey in 4-H.

Thank you for taking the time to read my letter. If you have any questions or would like more information, please feel free to contact me at [Phone Number] or [Email Address]. I look forward to seeing you at the auction!

Sincerely,

[Your Name]