

Rutgers Cooperative Extension Monmouth County 4-H Youth Development

2019 4-H Fair Guide



East Freehold Showgrounds

July 24-28

Wed-Fri: 5pm-11pm

Saturday: 11am-11pm

Sunday: 11am-6pm

Entry forms to be submitted to the 4-H Office:

Office Hours: M-F, 8:30am-4:30pm

4000 Kozloski Road

Freehold, NJ 07728

(732) 431-7260 x7264

FAX (732) 409-4813

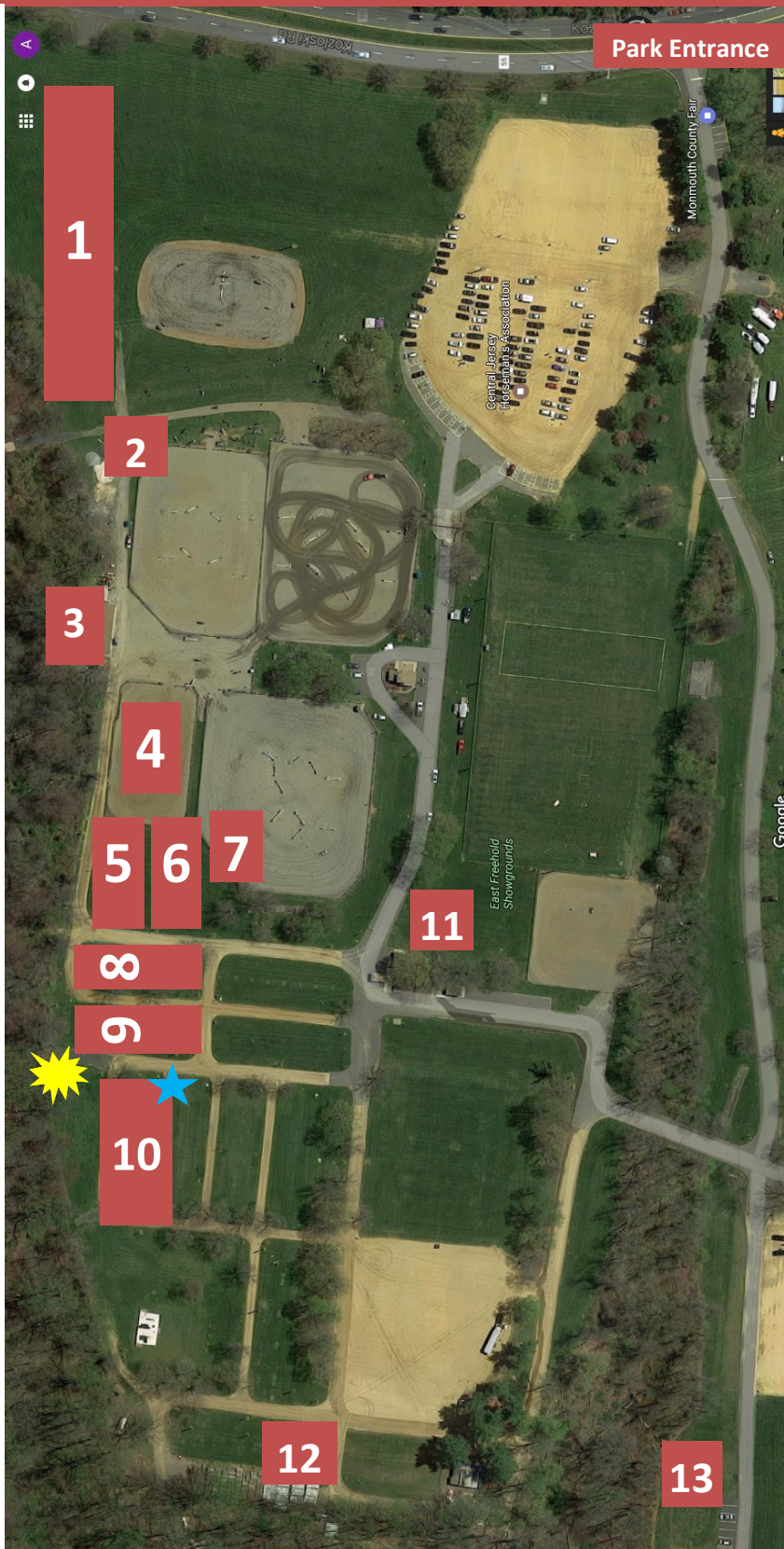
nj4h.rutgers.edu

visitmonmouth.com

Cooperating Agencies: Rutgers, The State University of New Jersey, U.S. Department of Agriculture, and the Monmouth County Board of Chosen Freeholders. Educational programs are offered without regard to race, sex, disability or handicap, color, national origin, or age. Rutgers Cooperative Extension is an Equal Opportunity Employer

Map

East Freehold Showgrounds



Key:

1) 4-H Hilltop Parking
(Requires general parking pass. See page 79-80)

2) 4-H Entrance into Fair grounds
(Requires 4-H member ID card or 4-H fair entry pass card. See pages 79-81)

3) Emergency Evacuation Barn

4) 4-H Corral Parking
(Requires specialty parking pass. See page 79-80)

5) 4-H Equine Tent

6) 4-H Rabbit, Cavy, and Small Animal Tent

7) 4-H Picnic Tent

8) 4-H Livestock Tent and Show Ring


9) 4-H Show Tent


10) 4-H Staff, Exhibit, and Herpetology Tent

11) 4-H Alumni Tent

12) 4-H Food Booth*

13) 4-H Storage Barn

 - Dunk Tank

 - Popcorn

*If you are at the food booth and need to evacuate, please report to #13- Storage Barn

Special thanks to the Board of Chosen Freeholders and the County of Monmouth for printing this book

Agent's Message

Greetings Monmouth County 4-H!

The county fair is a magical week in the young lives of 4-H youth members. These young people take great pride in showcasing the projects they worked diligently throughout the year and bring home with them not only the ribbons that serve as a testament to their hard work, but also dunk tank, popcorn, and food booth memories peppered with laughter and good times.

But what brought them there? Who was behind the young people to encourage them to try harder, and support them when they felt like giving up?

4-H parents, volunteers, and leaders.

Simply put, 4-H is more than this wonderful week we called fair. 4-H is all the work that goes into getting our young people to the fair, and it is only because Monmouth 4-H youth members have a dedicated support system of caring adults that go above and beyond to set them up for success.

Monmouth County 4-H'ers find themselves the recipients of the type of support for their 4-H "family" and opportunities provided by the county of Monmouth that could easily be the envy of their non-4-H peers.

In addition to the traditional club program that time and again has proven effective in preparing young people for a future waiting for the types of leaders 4-H programs shape, because of the overwhelming support of the Monmouth County Freeholders and the Monmouth County Parks Department, youth who participate in the Monmouth County 4-H Program are uniquely positioned to participate in a dynamic and fun educational environment that fosters learning and exploration.

Our 2018-2019 program year will no doubt prove to be another exciting time of growth for our county 4-H'ers, one that began in September and will end in late summer when all the time, energy, effort, and resources of the combined efforts of our larger 4-H "family" is showcased at the East Freehold Showgrounds when our 4-H members share with the citizens of Monmouth County everything they learned from their 4-H parents, volunteers, and leaders at the 2019 Monmouth County Fair.

Make the Best Better!



Matthew Newman
Monmouth County 4-H Agent

Table of Contents

Adult Release Form	Pg. 13-14	FAIR GROUNDS MAP	Pg. 2
Ambassador Information and Form	Pg. 23-24	Member/Leader ID Card	Pg. 81
Animal Health Paperwork	Pg. 48-49	Model Horse Entry Form	Pg. 70
Animal Welfare Guidelines	Pg. 51	Open English Show	Pg. 73-74
Awards	Pg. 16	Open Gymkhana Show	Pg. 75-76
Banner Information and Form	Pg. 89-91	Parking Pass Request	Pg. 79-80
Cloverbud Court Information	Pg. 25-27	Pet Photo Contest	Pg. 20
Craft Information and Form	Pg. 92-94	Popcorn Information and Form	Pg. 85-87
Demonstration Information and Form	Pg. 22	Poultry Entry Form	Pg. 65-67
DUE DATES CALENDAR	Pg. 96	Presentation Entry Form	Pg. 22
Dunk Tank Information and Form	Pg. 85-88	Quilt Raffle	Pg. 17
Entry Pass Request	Pg. 79-80	RCE/ 4-H Agreement Form	Pg. 10
Equine Stall Entry Form & Info	Pg. 68-72	Recipe Card Entry Form	Pg. 34
Fair Guidelines	Pg. 6-9	SET Showcase Entry Form	Pg. 42-43
Fair Schedule	Pg. 5	Small Animal Entry Forms	Pg. 52-61
Food Booth Information and Form	Pg. 82-84	Showmanship	Pg. 50
Game Information and Form	Pg. 92-93	Tri-Fold Information and Form	Pg. 89-91
Horticulture Entry Form	Pg. 46	Youth Open Fun Day	Pg. 18
How to mat guidelines	Pg. 30	Youth Open Pet Show	Pg. 19
Livestock Entry Form	Pg. 62-64	Youth Permission Form	Pg. 11-12
FAIR FUN INFORMATION AND FORMS			Pg. 15
SHOW TENT INFORMATION AND FORMS			Pg. 21
SECTION 1 Entries: Table of Content Includes -All non animal project guidelines including recipe entry form.			Pg. 29
SECTION 2 Entries: Table of Content Includes -SET guidelines and entry forms. -All horticulture project guidelines and entry forms.			Pg. 41
SECTION 3 Entries: Table of Content Includes -All animal project guidelines and entry forms. -Model Horse guidelines and entry form.			Pg. 47
LEADER AND CLUB INFORMATION			Pg. 77

Fair Schedule for 4-H

Date	Time	Event/Activity	Location
June 24	7:00pm	Mandatory Fair Meeting for all who are participating in the fair.	Ag Building
June 27	7:00pm	4-H Association Meeting– approval of club game/craft fair requests	Ag Building Conference Room
July 10	7:00pm	Teen Fair Assistants Training	Ag Building 4-H Kitchen/Classroom
July 15-16	8:30am-8:30pm	Section 1 Fair Entries drop off	Ag Building 4-H Kitchen/Classroom
July 18	7:00pm	Final 4-H Association Meeting before fair	Ag Building Conference Room
July 19	6:00pm-9:00pm	Barn Pullout and Tent Setup	4-H Storage Barn
July 20	9:30am	(Rain Date) Barn Pullout	4-H Storage Barn
July 21	9:30am	Tent Setup	All 4-H Fair Tents
July 23	5:00pm-8:00pm	Trifold set up, Food Booth Orientation, and final Tent Set Up	4-H Exhibit Tent and Food Booth Tent
	6:00pm	Ambassador Orientation	4-H Show Tent
July 24	2:00-4:00pm	Rabbit, Cavy, Small Animal, Herpetology, and Poultry arrive and vet checked.	4-H Small Animal and Livestock Tents
	2:00-4:00pm	Section 2 Fair Entries Drop Off	4-H Exhibit Tent
	5:00pm	FAIR OFFICIALLY OPENS	
	6:30pm-7:00pm	Cloverbud Court	4-H Show Tent
	7:00pm-9:00pm	Ambassador Ceremony	4-H Show Tent
	9:00pm-9:30pm	Fair Fireworks	Over Fairgrounds
July 25	12:00pm-4:00pm	Horse and Livestock arrive and vet checked	4-H Equine and Livestock Tents
	6:00pm- 8:00pm	Youth Open Fun Day (Registration from 5:30pm -6:00pm)	4-H Show Tent
July 27	8:30am	Open English Horse Show	Equine Show Ring
July 28	8:30am	Open Gymkhana Horse Show	Equine Show Ring
	12:00pm	Youth Open Pet Show (Registration from 11:30am-12:00pm)	4-H Show Tent
	3:00pm	Master Showman Competition	4-H Show Ring
	3:00pm	SET Showcase	4-H Show Tent
	5:30pm	Alumni Quilt Raffle	4-H Alumni Tent
	6:00pm	FAIR OFFICIALLY CLOSES- Begin Breakdown	All 4-H Fair Tents
	6:00pm-8:00pm	Tent Breakdown	All 4-H Fair Tents
July 29	6:00pm	Barn Put Back	4-H Storage Barn
July 30	TBD	(Rain Date) Barn Put Back	4-H Storage Barn

A final schedule that includes all animal shows, demonstrations, and performances will be released at the Mandatory Fair Meeting on June 24.

Fair Guidelines

****Please make sure to complete all necessary forms and turn them in on the appropriate due date. The calendar of due dates can be found on the back page of this book.****

The ongoing goals of the Monmouth County 4-H Youth Development Program are to:

- A) Recognize, showcase, and evaluate the accomplishments of our 4-H members.
- B) Provide an opportunity for the public to participate in enjoyable and educational family oriented 4-H events.
- C) Familiarize the public with the 4-H Program, as well as Rutgers Cooperative Extension.

FAIR PARTICIPANT RESPONSIBILITIES:

- 1) All participating 4-H families are responsible for helping with set up or break down during the fair. This is not only for their own specific tent areas, but also for other 4-H locations on the fair grounds until all the work is done (Food Booth, Dunking Stool, Show Tent Floor, etc.)
- 2) Exhibits are open to the public from Wednesday 5:00pm to Sunday until 6:00pm. All 4-H Exhibits are to remain on display until 6:00 pm Sunday, barring extreme weather.
- 3) AT THE FAIR, 4-H APPROPRIATE ATTIRE WITH SAFETY IN MIND IS TO BE WORN AT ALL TIMES- no sandals/open toe shoes, midriiffs, spaghetti straps, or two-piece bathing suits. Please refer to the 4-H dress code for more details.
- 4) No selling of any items without prior approval of the 4-H Association.
- 5) No alcoholic beverages on the fair grounds.
- 6) No tobacco products use within 10 feet of tents. This includes e-Cigarettes and vapes.
- 7) In the event of extreme weather, decisions will be made by the Park System, 4-H Staff, and Tent Chairs for the welfare of the members and animals. Please make sure to listen to protocol and be prepared if severe weather is approaching. Always remember to head to the emergency evacuation barn if instructed to. You can locate this barn on the fair map found on page 2.

SETUP AND BREAKDOWN:

Below are the main days to setup and breakdown the fair. Help is needed from everyone. We ask that each 4-H family helps with one day. Please review below where you can be of most benefit.

July 19: Barn Pullout. Equipment is removed from the storage barn to the specific tents. Pick-up trucks and strong help is needed.

July 21: Tent Setup. Equipment from the storage barn is set up under the specific tents. All help is needed.

July 28: Tent Breakdown. Equipment from each tent is broken down and placed on pallets. All help is needed.

July 29: Barn Put Back. Equipment is put back from the tents to the storage barn. Pick-up trucks and strong help is needed.

Fair Guidelines

POINT OF CONTACT:

If there is an issue you need to report to someone, please follow the chain below. A list of contact information will be provided in each tent binder.

First: 4-H Leader

Second: 4-H Tent Chair

Third: 4-H Fair Chair

Fourth: 4-H Staff (Matt, Virginia, Amelia, or Claudia)

Fifth: Park System Staff Member

ELIGIBILITY TO ENTER COMPETITIVE CLASSES:

- 1) A 4-H'er must be a member in good standing to enter competitive 4-H fair events.
- 2) All project entries must be the result of activity during the current project year.
- 3) Record books for all project areas must be submitted to the 4-H office.
Completed record books are due to the 4-H Office between **June 24-July 16**. Entries by 4-H'ers without record books will not be judged.
- 4) 4-H'ers grades 4-13 are required to have made a club presentation no later than June 3. Cloverbuds are not required to, but encouraged to do so.
- 5) All 4-H'ers must have attended a minimum of 70% of all club meetings/activities during the year.
- 6) All 4-H'ers must have participated in one 4-H community service project within the current program year.
- 7) All entries not meeting class requirements as listed will not be judged.
- 8) 4-H'ers may enter performances and/or demonstrations which, unlike project entries, will not be judged. Members may request to showcase on the 4-H Show Tent, the 4-H Show Ring, and/or in another 4-H Tent.
- 9) Each member must complete the appropriate fair entry forms, have them signed by their club leader, and submit them to the 4-H office no later than the specific deadlines which can be found on the back page of this book.**

AWARDS AND RECOGNITION:

- 1) All exhibits and exhibitors (grades 4-13) will be judged by the Danish System.
- 2) The Division Chairperson, with the approval of the County 4-H Agent, selects competent judges. All decisions by the judges are final. **Please treat the judges with respect and appreciation.**

JUDGING:

The Danish System is used to evaluate 4-H project exhibits. Entries are compared to a standard (set of criteria) not to each other. Evaluations such as these help members gain greater appreciation of excellence and quality of workmanship or performance.

CLOVERBUD MEMBER RECOGNITION:

- 1) A Cloverbud member is a 4-H member in K through 3rd grade.
- 2) A Cloverbud member may exhibit one (1) item per class.
- 3) All Cloverbud members (grades K-3) will receive participation ribbons.
- 4) Cloverbuds may participate in all classes unless specified otherwise in guidelines.
- 5) Cloverbuds will be specially recognized during the Cloverbud Court Ceremony. Please see page 25 for further details.

Fair Guidelines

All members and adults participating at the fair must attend:
Mandatory Fair Meeting
June 24 at 7pm at the Ag Building

FAIR MATERIALS

FAIR BOOK- This book contains all of the information you need to know for the Monmouth County Fair. Please make sure you are using the 2019 version.

PERMISSION FORMS-

YOUTH- Each 4-H member participating in the fair is required to submit a RCE/4-H Agreement Form as well as a youth permission form found on pages 10-12.

ADULTS- Each participating adult is required to submit an adult agreement form found on pages 13-14

ENTRY FORMS- If an entry form is required, one (1) copy of the entry form is to be printed and submitted to the 4-H office before the deadline that is in place. It is important to keep a copy of your entry forms as a record.

PARKING PASS- All 4-H vehicles will need a 4-H parking pass to park in the 4-H parking lot on the fairgrounds. Parking passes are requested from the leader to the 4-H office. Please make sure your leader knows you need a pass before May 31. Leaders will distribute these passes to you a week before the fair opens. Passes expire each year, so a new pass will need to be requested for every fair. (Pg. 79-80)

FAIR ENTRY CARD- 4-H families enter the fair through the 4-H entrance. Fair entry cards are used for 4-H parents/guardians, judges, and sponsors. Please make sure your leader knows if you need a fair entry card before May 31. Leaders will distribute these cards to you a week before the fair. Fair entry cards expire and need to be renewed each year. (Pg. 79-80)

MEMBER ENTRY CARD- 4-H members enter the fair through the 4-H entrance. 4-H members do not need entry cards to get into the fair because they have member cards. These do not expire while the member is active and therefore can be used annually. If a 4-H member does not have a member card, one will need to be requested by the leader to the 4-H office. Please make sure your leader knows if you need a member entry card before May 31. Leaders will distribute these cards to you a week before the fair. (Pg. 81)

LEADER ID BADGE- 4-H leaders enter the fair through the 4-H entrance. 4-H leaders do not need entry cards to get into the fair because they have their ID badge. These do not expire while the leader is active and therefore can be used annually. Leaders who need an ID badge will take their photo at the Mandatory Fair Meeting. (Pg. 81)

FAIR OPPORTUNITIES

Aside from displaying projects, showing animals, and performing at the fair, there are some nice opportunities for members to participate in:

TEEN ASSISTANTS- Jr. Fair Chair opportunities are available to teens in 8th-13th grade who will assist 4-H Staff with the preparation and implementation of the Monmouth County Fair. Please speak with staff by May 31 if you are interested.

PRESENTATIONS/DEMONSTRATIONS- Individual club members, a group of 4-H'ers, or the entire club can come together to do a presentation or demonstration. This is a wonderful opportunity to practice public presentations and the fair guests love it! You have the option of presenting on the 4-H Stage or in the 4-H Show Ring. Please see page 22 for further details and how to sign up.

Fair Guidelines

PROTECTION OF MINORS POLICY:

- 1) Only leaders who have gone through the appointment process are allowed to supervise children that are not their own.
- 2) Leaders will be provided with a 4-H Volunteer photo ID badge. These must be worn at all times while working with 4-H youth.
- 3) There must be at least 2 officially trained leaders in charge of any group of 4-H'ers. In addition, there must be enough officially trained leaders to meet the following supervision ratios:

Grades K-7= 1 leader per 7 youth

Grades 8-13=1 leader to per 10 youth

- 4) 4-H members are under the responsibility of Rutgers Cooperative Extension during their Herdsmanship shifts, as well as if they sleep over. Youth are under the responsibility of their parents/guardians for all other times of the fair.
- 5) When a 4-H member is under the responsibility of Rutgers Cooperative Extension, the rule of 3 must apply when leaving the tent (to get ice, for example).

Remember the Rule of 3 – no adult should be alone with a youth that is not their own. Always have another youth or leader present.

OVERNIGHT:

ALL MEMBERS MUST BE REGISTERED ON 4H ONLINE.

ADULS SERVING AS OVERNIGHT TENT CHAIRS MUST BE REGISTERED ON 4H ONLINE AND HAVE COMPLETED THEIR PROTECTION OF MINORS ANNUAL TRAINING. NO EXCEPTIONS/NO SUBSTITUTIONS

- 1) Only registered 4-H members who have animal projects entered at the fair are allowed to spend the night in a tent in which they have a project animal.
- 2) Each member must have a signed fair exhibitor form and permission form from a parent or legal guardian turned in and approved by their leader before they are allowed to stay. Permission forms are due **June 24**.
- 3) Each night of fair week, members and adults must submit their names to their tent chair by **9pm** in order to sleep over that particular night.
- 4) A member must be 12 or older to stay overnight without a parent or legal guardian. Members under the age of 12 may stay with a parent or legal guardian. Both are at the discretion of the tent chair. Members under 12 must sleep with their parents in a separate area of the tent than those members being supervised by the 4-H leaders. Please see the tent chairperson for additional rules and guidelines for each specific tent.
- 5) Only leaders, parents, and legal guardians with registered 4-H members who have animal projects entered at the fair are allowed to spend the night.
- 6) **EVERYONE STAYING OVER IS EXPECTED TO BE ON THE FAIRGROUNDS BY 11pm.** Lights will go out between 11:30pm and 12:00am. Please be considerate of others after this time. It is essential that **all** tents are quiet.
- 7) It can be either hot or cold at night so please dress accordingly. Please make sure that your clothing is appropriate and covers you up. You must clean up your area in the morning. You can leave your items in the tent, but they must be removed before the fair opens. In the morning before you leave to shower, eat, etc., all of the animals must be taken care of first.
- 8) There will be a designated volunteer in the role of Overnight Coordinator each night for all 4-H tent supervision. This is your main point of contact each night.

RCE/ 4-H Agreement

We want everyone to be safe and have fun throughout the fair!

4-H Exhibitors, Parents/Guardians, and Leaders need to sign this form in addition to the adult and youth permission forms.

By signing this form, you agree to the Monmouth County 4-H/RCE Fair Guidelines, Food Booth Guidelines, Popcorn and Dunk Tank Guidelines, Animal Health Guidelines, Division Guidelines, and all other Guidelines within this book.

You agree to the following statements:

- A) The exhibitor releases the Monmouth County 4-H Association and the County of Monmouth from any responsibility or liability for injury or damage to any entries or exhibits and also releases and agrees to indemnify the Monmouth County 4-H Association and the County of Monmouth against any damage, claim, legal procedure or judgment arising out of the transportation, entry, or exhibition of the listed entries or exhibits at the said Fair, and further agrees to hold the said Monmouth County 4-H Association or the County of Monmouth harmless from any claim or suit or injury, damage or blame resulting from transportation, entry or exhibition of the listed entries or exhibits.
- B) Park security will be provided throughout the Fair. The Monmouth County 4-H Association, their officers, 4-H staff, or the County of Monmouth will not be responsible in any way for any damage or loss by water, fire, theft, or otherwise. By participating in the event you are agreeing to these terms

SIGNATURES:

Youth Name (Print) _____ Date: _____

Youth Signature _____ Date: _____

Parent/Guardian Signature _____ Date: _____

Leader Signature* _____ Date: _____

Club Name*: _____

**If you are in more than one club, only one leader signature and club name is necessary.*

This form is due by June 24 to the 4-H Office

4000 Kozloski Rd, PO Box 5033, Freehold, NJ 07728

Fax to 732-409-4813

drop-off or Mail : ATTN-FAIR ENTRY

New Jersey 4-H Event Permission Form for Youth



Both sides of this form must be completed by all youth participating in overnight activities, field trips, events requiring group transportation, and any other events sponsored through the 4-H Youth Development Program where it is deemed necessary by the event coordinator(s) (paid 4-H staff and/or registered 4-H volunteer) responsible for the youth participants. The form should be submitted prior to the event. The form has five parts: (1) information about the participant and activity, (2) parental permission and liability release, (3) medical emergency authorization and health information, and (4) code of conduct and (5) media policy. *Be sure to complete all five parts and sign where requested!*

Information about the Youth Participant and Activity

Name of Youth participant: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone number: (____) _____ Email Address: _____

4-H county: _____ Birthdate: _____ Grade: _____

Name of activity/event: Monmouth County Fair

Name of 4-H group sponsoring or participating in this event: Monmouth County 4-H

Location of event: East Freehold Showgrounds. 1500 Kozloski Rd, Freehold, NJ 07728

Date and time of participation of individual named above: July 24-28, 2019. W-F 5pm-11pm. Sat 3pm-11pm. Sun 11am-6pm

Parent Permission and Release of Liability

I hereby give my son/daughter named above permission to participate in the event listed. Although Rutgers Cooperative Extension and its event coordinator(s) will use the utmost precaution in guarding the health of the above participant and preventing accidents, I release them from any liability in case of illness or injury as a result of this activity. Furthermore, I release the owner and driver of the car transporting my child to and from the event, from any liability in case of illness or injury.

Sign Here Signature of parent or guardian: _____

Medical Emergency Authorization and Health Information

I authorize the event coordinator(s) to dispense the prescription drugs and/or over the counter medications listed below in accordance with the instructions provided on the label (prescription drugs) or below (over-the-counter medications). In case of sudden illness or an accident to the above named participant requiring immediate treatment or surgery while he/she is a participant in this activity, I authorize the 4-H chaperone(s) to take such action as seems appropriate to protect the health and physical well-being of the above participant. This authority extends to any physician(s) and/or surgeon(s) selected by the event coordinator(s) to perform medical and/or surgical procedures including examinations and tests necessary to preserve the health and physical well-being of the above named participant. All efforts will be made to contact the parent(s) or guardian(s) in case of emergency.

Name of parent/guardian	Phone number	Name of additional emergency contact	Phone number
-------------------------	--------------	--------------------------------------	--------------

The following information is provided as an aid to the event coordinator(s) in dealing with the well-being of the participant. The participant has the following health conditions: (include allergies, handicaps, diabetes, pregnancy, asthma, medications needed, etc.).

Health conditions: _____

Medications/Instructions: _____

Health Insurance: Company Group# _____ ID# _____

Sign Here Signature of parent or guardian _____

Continued on other side

New Jersey 4-H Code of Conduct



The primary purpose of the New Jersey 4-H Code of Conduct is to ensure the safety and well-being of all participants at 4-H sponsored events and activities. It applies to all participants, with participants defined as 4-H members, their parents, and volunteers.

As a participant in the 4-H program, I will:

- **Conduct myself in a courteous manner and treat members, parents, 4-H volunteers, Extension staff, judges and others with respect. Appropriate language and behavior are expected at all times.**
- **Respect and adhere to the rules and guidelines of the 4-H program including all those specific to a 4-H event or activity.**
- **Uphold an individual's right to dignity by supporting an environment of inclusion which welcomes involvement of participants from all backgrounds.**
- **Accept supervision and support from county and state 4-H staff while participating in the 4-H program. This includes acceptance of supervision and support from appointed 4-H volunteers coordinating 4-H events and activities.**
- **Obey local, state and federal laws.**

Participants who fail to adhere to the New Jersey 4-H Code of Conduct are subject to a range of disciplinary actions. Such actions will be taken in compliance with the New Jersey 4-H Discipline Policy and Procedure. When appropriate, immediate corrective action will be taken at the 4-H event to ensure the safety and welfare of all participants.

I understand if I fail to adhere to the above Code of Conduct, I will be subject to disciplinary action and potentially prohibited from attending and participating in the New Jersey 4-H Youth Development program.

	_____	_____
	Signature of participant in event	Date
	_____	_____
	Signature of parent or guardian	Date

New Jersey 4-H Media Policy and Release

The 4-H program routinely promotes activities through various media. This includes, but is not limited to newsletters, newspapers, brochures, and displays. In doing so, the names and photos of members may be included to help tell the 4-H story. However, New Jersey 4-H policy is that on web sites, youth in photos will not be identified by name(s).

- No, do not use my individual picture for any purpose.** I will make an effort to avoid opportunities to be in group photos.
 - No, do not use my name for any purpose.**
-

Revised: January 2013

Cooperating Agencies: Rutgers, The State University of New Jersey, U.S. Department of Agriculture, and County Boards of Chosen Freeholders. Rutgers Cooperative Extension, a unit of the Rutgers New Jersey Agricultural Experiment Station, is an equal opportunity program provider and employer.

Both sides of this form must be completed and signed by all adults participating in 4-H overnight activities, field trips, and events requiring group transportation where youth are present, or any other events sponsored through the 4-H Youth Development Program as determined by the event coordinator. The form should be submitted prior to the event.

Information about the Adult Participant and Activity

Name of Adult participant: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone number: (____) _____ Email Address: _____

4-H county: _____ Have you gone through the appointed volunteer process? Yes No

Name of activity/event: Monmouth County Fair

Name of 4-H group sponsoring or participating in this event: Monmouth County 4-H

Location of event: East Freehold Showgrounds. 1500 Kozloski Rd, Freehold, NJ 07728

Date and time of participation of individual named above: July 24-28, 2019. W-F 5pm-11pm. Sat 3pm-11pm. Sun 11am-6pm

Release of Liability

Although Rutgers Cooperative Extension and its event coordinator(s) will use the utmost precaution in guarding the health of all participants and preventing accidents, I release them from any liability in case of injury as a result of this activity. Furthermore, I release the owner and driver of the car transporting me to and from this event, from any liability in the case of illness or injury.

Sign Here 

Signature of adult participant _____

Medical Emergency Authorization and Health Information

In case of sudden illness or an accident to myself requiring immediate treatment or surgery while I am a participant in this activity, I authorize the 4-H event coordinator or other adults present to take such action as seems appropriate to protect my health and physical well-being. This authority extends to any physician(s) and/or surgeon(s) selected to perform medical and/or surgical procedures including examinations and tests necessary to preserve my life and well-being. All efforts will be made to contact the individual named as my emergency contact above in case of emergency.

_____ Name of emergency contact	_____ Phone number	_____ Name of additional emergency contact	_____ Phone number
------------------------------------	-----------------------	---	-----------------------

The following information is provided as an aid to the event coordinator in dealing with my well-being. I have the following conditions (include allergies, handicaps, diabetes, pregnancy, asthma, medications needed, etc.):

Health conditions: _____

Medications/Instructions: _____

Health Insurance: Company Group# _____ ID# _____

Sign Here 

Signature of adult participant _____

Continued on other side

New Jersey 4-H Code of Conduct

The primary purpose of the New Jersey 4-H Code of Conduct is to ensure the safety and well-being of all participants at 4-H sponsored events and activities. It applies to all participants, with participants defined as 4-H members, their parents, and volunteers.

As a participant in the 4-H program, I will:

- **Conduct myself in a courteous manner and treat members, parents, 4-H volunteers, Extension staff, judges and others with respect. Appropriate language and behavior are expected at all times.**
- **Respect and adhere to the rules and guidelines of the 4-H program including all those specific to a 4-H event or activity.**
- **Uphold an individual's right to dignity by supporting an environment of inclusion which welcomes involvement of participants from all backgrounds.**
- **Accept supervision and support from county and state 4-H staff while participating in the 4-H program. This includes acceptance of supervision and support from appointed 4-H volunteers coordinating 4-H events and activities.**
- **Obey local, state and federal laws.**

Participants who fail to adhere to the New Jersey 4-H Code of Conduct are subject to a range of disciplinary actions. Such actions will be taken in compliance with the New Jersey 4-H Discipline Policy and Procedure. When appropriate, immediate corrective action will be taken at the 4-H event to ensure the safety and welfare of all participants.

I understand if I fail to adhere to the above Code of Conduct, I will be subject to disciplinary action and potentially prohibited from attending and participating in the New Jersey 4-H Youth Development program.



Signature of participant

Date

New Jersey 4-H Media Policy and Release

The 4-H program routinely promotes activities through various media. This includes, but is not limited to newsletters, newspapers, brochures, and displays. In doing so, the names and photos of members may be included to help tell the 4-H story. However, New Jersey 4-H policy is that on web sites, youth in photos will not be identified by name(s).

- No, do not use my individual picture for any purpose.** I will make an effort to avoid opportunities to be in group photos.
- No, do not use my name for any purpose.**

Revised: January 2013

Cooperating Agencies: Rutgers, The State University of New Jersey, U.S. Department of Agriculture, and County Boards of Chosen Freeholders. Rutgers Cooperative Extension, a unit of the Rutgers New Jersey Agricultural Experiment Station, is an equal opportunity program provider and employer.

FAIR FUN INFORMATION

This information pertains to different events and opportunities that are offered during fair week. It includes information for 4-H members, parents/guardians, leaders, and even the public!

In this area you will find:

Alumni Quilt Raffle	Pg. 17
Fair Awards	Pg. 16
Pet Photo Contest	Pg. 20
Youth Open Fun Day	Pg. 18
Youth Open Pet Show	Pg. 19

All 4-H families are asked to provide help for the 4-H setup and breakdown portion of the fair. Please review page 6 to see where your family could be of most help.

Fair Week Awards

SHOW YOUR FAIR SPIRIT!

Show your 4-H pride by participating in one or both of these offered awards. These awards will be offered at Achievement Night! Keep a record of your entries and nominate yourself when the 4-H awards booklet is released at the start of new 4-H program year!

OUTSTANDING 4-H FAIR PARTICIPATION AWARD:

Enter one (1) project within Sections 1, 2, and 3 of the fairbook and receive a special recognition at Achievement Night!

GUIDELINES:

- Must be a member in good standing in order to be eligible.
- Must enter one (1) entry within Sections 1, 2, and 3.
- If you do not own an animal to enter as your Section 3 entry, you may do one of the following:
 1. Enter an Animal or Human Science poster found on page 31-32
 2. Enter a model horse for the Model Horse Show found on page 69-70

Example 1: A 4-H member enters one 2-Dimensional drawing, one green tomato, and one rabbit. They are eligible for this Award.

Example 2: A 4-H member enters one monologue, one SET robotic, and one animal science poster. They are eligible for this award.

Example 3: A 4-H member enters one bread, one poem, and one snake. They are not eligible, as they did not enter anything from Section 2.

AROUND THE CLOVER AWARD:

Enter 5 projects within 5 different divisions of the Fairbook and receive a special recognition at Achievement Night!

GUIDELINES:

- Must be a member in good standing in order to be eligible.
- Must enter one (1) entry within five (5) separate divisions.

Example 1: A 4-H member enters one rabbit, one lizard, one model horse, one mosaic, and one onion. They are eligible for this Award.

Example 2: A 4-H member enters one goat, one human science poster, one SET robot, one SET small engine and one scrapbook. They are not eligible as two entries— the robot and small engine— are from the same division.

Quilt Raffle

The Alumni Association will be raffling off quilt number 29 this year and will be selling tickets throughout the entire fair.

On Sunday, July 28, at 5:30pm, the winning ticket will be drawn. You do not have to be present to win!

The purpose of the Monmouth County 4-H Alumni Association is to collectively and individually support the meaningful perpetuity and enrichment of 4-H activity in Monmouth County. To achieve these goals, this organization develops activities and programs to encourage and give due recognition to leadership and service. Furthermore, this Association aims to cultivate the growth of friendships and acquaintances of people who share the enjoyment and benefits of the 4-H program.

The money raised from the quilt raffle is used for educational scholarships and to support county and state 4-H programs. We encourage you to learn more about these scholarships and events available for the 4-H members of Monmouth County.



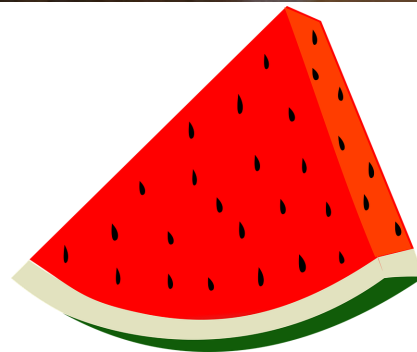
The Alumni Association is an active group that holds six meetings yearly, social events, and an Annual Alumni Dinner.

Get involved and join the fun!

4-H Youth Open Fun Day

This event is open to public youth, so bring a friend!

Potato Sack Races, Watermelon Seed Spitting & Pie Eating Contests!



Thursday night of the fair from 6-8pm

Sign-up's will be held from 5:30-6pm at the 4-H Show Tent. Open to youth in grades K-13 (one year out of high school.)

Thank You to [WEMROCK ORCHARDS](#) for donating the pies!



4-H Youth Open Pet Show

This event is open to public youth, so bring a friend!

REGULATIONS:

- All animals must be on a leash or caged.
- **No dogs permitted, as regulated by the Parks System.**
- Youth Grades K-13 (one year out of high school) may participate.
- Registration will be held at 11:30am-12:00pm at the 4-H Show Tent.
- All entries closed once the show begins at 12pm.
- All animals must be current on their required vaccinations. An animal in questionable health will first be evaluated by the fair veterinarian before it can participate.

All participants will receive **Judges' Choice Awards!!**

Depending on the size of the class, participants will also be awarded:

- 1) Youngest of the Class**
- 2) Oldest of the Class**
- 3) Largest of the Class**
- 4) Smallest of the Class**

Classes:

A. Birds

- 1) Exotic
- 2) Farm/Game

B. Reptiles

C. Amphibians

D. Rabbits

E. Cavy

F. Rodents/Other Small Animals

G. Livestock

- 1) Goats
- 2) Sheep
- 3) Other

H. Equine

- 1) Horse
- 2) Pony
- 3) Very Small Equine
- 4) Other

I. Cats

J. Fish

K. Bugs

L. Other

FINAL CLASSES FOR ALL ANIMALS:

A: Costume Contest!

- 1) Most Creative
- 2) Most Colorful
- 3) Best Theme
- 4) Best use of recycled material
- 5) Best Look-a-like (Between owner and animal)
- 6) Best pair (Between two different animals in two different classes)
- 7) Mirror Image (Between two or more of the same animals)
- 8) Pet that looks like a famous person

B: Talents & Tricks Class!

- 1) Most Obedient
- 2) Most Humorous
- 3) Most Creative

Pet Photo Contest

The Pet Photo Contest is an annual fundraiser held during the fair to raise money for a local non-profit animal shelter. 4-H'ers enter cute and funny pictures of their pets and guests are asked to vote on their favorite picture by donating loose change to that specific picture.

Last year we raised \$114.00! Can we beat this amount this year?!



GUIDELINES:

- This form serves as the "entry tag" when dropping off your photo(s) between July 15-16 in the 4-H Kitchen Classroom.
- One entry per form. Please duplicate this form for multiple entries.
- Limit of 3 entries per 4-H member.
- Attached photos must accompany this form to qualify.
- Photos should be no smaller than 4" x 6" in size and no larger than 5" x 8".
- Photos can be laminated or put in a sheet protector, but are not to be framed.
- Photos must be labeled on the back with 4-H'er's name, animal's name, and club.
- Don't have a pet? Feel free to take a picture of a friend's pet, a neighbor's pet, or an animal at a local shelter!!

Name: _____

Club(s): _____

Do you want your photo returned after the fair? YES NO

Name of Pet: _____

Pet Breed, Gender, and Age: _____

WHY I THINK MY PET SHOULD WIN!

This form is due by July 15-16 to the 4-H Office

SHOW TENT INFORMATION

This information pertains to different events and opportunities that are offered within the 4-H Show Tent.

In this area you will find:

Ambassador Contest Guidelines and Forms	Pg. 23-24
Cloverbud Court Guidelines, Forms, and Coloring Page	Pg. 25-27
Presentation/Demonstration Entry Form	Pg. 22

All 4-H families are asked to provide help for the 4-H setup and breakdown portion of the fair. Please review page 6 to see where your family could be of most help.

Presentation/Demonstration Entry Form

The Show Tent and Show Ring have scheduled times open to 4-H'ers and 4-H clubs who would like to present or perform. This is a great opportunity to show your talents and have a lot of fun! Please fill out the following information. You will receive a followup email with your finalized time before fair week begins.

Thank you for your participation!

Member Sign-up:

Name: _____ Grade as of Sept. 2018: _____

Club(s): _____

Phone Number*: _____

**please write down a number that can be used to contact you the day of if need be.*

E-Mail: _____

Club Sign-up:

Club Name: _____

Leader: _____

Phone Number*: _____

**please write down a number that can be used to contact you the day of if need be.*

E-Mail: _____

Please complete below:

1) Where would you like to present: 4-H Show Tent 4-H Show Ring Other 4-H Tent

If other, please list: _____

2) What kind of presentation/performance/demonstration will you be doing?

3) Is this to be judged, as per Division 19 on page 39? (Please circle one) Yes No

4) How long will your performance be? _____ minutes

5) Is this a (please circle): Solo Performance Group Performance

If a group performance, how many members? _____

6) Will you be using audio such as a CD, iPod, or phone? (Please circle one) Yes No

If yes, what type? _____

7) Will you be using props such as tables or chairs? (Please circle one) Yes No

If yes, what kind? _____

8) Will you be using live animals? (Please circle one) Yes No

If yes, what kind? _____

This form is due by May 31 to the 4-H Office

Ambassador Contest Guidelines

HOSTED BY THE TEEN COUNCIL 4-H CLUB

Purpose: The primary purpose of a *Monmouth County 4-H Ambassador* is to serve as the teen leader for all 4-H project ambassadors and as a role model for all 4-H club members while promoting, educating, and engaging the community about the Monmouth County 4-H Youth Development Program. A maximum of two teen members can receive this title per year.

Benefits:

- Enhance leadership skills and gain knowledge.
- Meet and share ideas with other youth and adult volunteers.
- Provide service to 4-H and your community.
- Ambassador Team's Day Out.

Term/Appointment:

One year term. The member can continue as part of the overall Ambassador Team once their term is completed. An ambassador may only run for a second term if they are uncontested.

Responsibilities:

Create a platform that describes a goal you plan to accomplish during your reign. This platform should enhance the overall 4-H county program.

Entry Requirements:

- 1) 4-H'ers must be entering 10th, 11th, 12th, or 13th grade as of September 2019, following the fair.
- 2) Candidates must have completed at least two years of 4-H work registered in Monmouth County and have held a project area ambassador position.
- 3) If selected for Ambassador, it is required that you become a member of Teen Council during your reign.
- 4) Ability to communicate with people of all ages with an emphasis on strong speaking skills.
- 5) Participated in past County Public Presentations – score factored into ranking.

Each candidate will complete an application form **which will be released in the Spring by the 4-H office**. This form will ask you to complete a Resume and Cover letter as your application. Your application must be accompanied by:

- A) A cover letter of at least five-hundred (500) words highlighting your 4-H activities, what you have learned as a result of your 4-H experiences, and what your **Ambassador Platform** will be. A platform can be anything you would like to create and/or accomplish within 4-H for the year.
- B) Obtain a letter from your club leader or Association Officer describing your participation and ability to serve as ambassador. Please be sure to select a leader other than your parent.
- C) Solicit a sponsor (other than a parent) to support your candidacy. The sponsor may be your own club, a business or a civic service, a youth or social organization. The sponsor will pay an entry fee of \$15.00 made payable to Teen Council.
- D) Include a recent photo. Photos should be 4"x 6".

Ambassador Contest Guidelines

Time Commitment:

Assist with any county special events and the county fair. Represent Monmouth County 4-H at the Annual NJ Agricultural Convention and the Annual Monmouth County Board of Agriculture Dinner. In addition, you may be asked to represent Monmouth County 4-H at various state and national events listed below. You will also serve as a mentor for other 4-H'ers.

Below are some of the exciting activities you will have an opportunity to take part in throughout the 4-H year!

July– Fair	Pull winning tickets for any Association or Alumni Raffles General fair host.
August	Meet with staff liaison to go over goals for the year
September	Begin attending the monthly Teen Council meeting for the year
October	Host National 4-H Week Special Events
November	Attend the Annual 4-H Alumni Dinner
February	Represent Monmouth County 4-H at the NJ Ag Convention, Display & Dinner
March	Complete a County Public Presentation & serve as a room host
April	Take part in a 4-H Volunteer Appreciation Event.
May	Promote 4-H in the Freehold Memorial Day Parade
June	Complete a report of your accomplishments for the staff liaison
July– Fair	Fair ribbon Cutting Ceremony and Cloverbud Court Emcee and Ambassador Contest

*As Ambassador, you will also attend the Monmouth County Leaders Association meetings, as well as the Board of Agriculture meetings held throughout the year

4-H Dress Code Guidelines for General Events:

Casual: Nice jeans, long shorts or pants; nice shirt; sleeveless tops, (no spaghetti straps or strapless). Non-revealing clothing.

Dressy: Dress, skirt, dress pants, suit, or khakis.
Blouse (not sleeveless), button down shirt, or nice shirt with a collar.

Wear your sash/tiara whenever representing 4-H!

Resources Available:

- 4-H leaders, volunteers, and peers will be available for support and assistance.
- Project Advisory Councils will serve as your mentors.
- 4-H Staff will oversee appropriate responsibilities and provide recognition for ambassadors.

Contact Person: Virginia Krzyzanowski, 4-H Program Associate: 732-431-7260 x7267, Krzyzanowski@aesop.rutgers.edu

Cloverbud Court Guidelines

Cloverbud Court

Wednesday at 6:30pm in the Show Tent

Mail in "Cloverbud Court Entry Form" including 5" x 7" member photo and completed coloring page to the office by **June 24**

Purpose: The primary purpose of the Monmouth County 4-H Cloverbud Court Ceremony is to recognize the Monmouth County 4-H Cloverbud members and to promote excitement as this ceremony is the start of the Fair!

Guidelines:

- 1) Special recognition will be given to 3rd graders **who were in 3rd grade for the 2018-2019 program year**, and are graduating to become standard 4-H members in the 2019-2020 program year.
- 2) At the end of the ceremony, a parade of Cloverbuds will take place along with the Teen Ambassadors around the 4-H show tent. This is the official opening of the Ambassador contest. (a visual of the "youngest" 4-H'ers to the "oldest" 4-H'ers). Cloverbuds are encouraged to wear club shirts.

At the Ceremony:

- 1) Cloverbuds will be lined up in alphabetical order in which they will enter from the side of the stage and sit in their designated chair. The event begins at 6:30PM. **Please report to the Show Tent by 6:15PM.**
- 2) One by one, the members will be called up to speak with a Teen Ambassador who will ask them a couple of questions. Questions can include their favorite things in 4-H, a favorite 4-H memory, their yearly projects, etc.
- 3) Each Cloverbud will receive a small gift for their hard work during the year.
- 4) Cloverbuds will also participate in a special charity project. This will include some sort of donation such as a can of food to a local charity. More details will be sent out through e-mail early July. Charity suggestions are welcome!

Cloverbud Court Display:

- 1) Located within the 4-H Education Station, the display will consist of the Cloverbud pictures and short bios of the Cloverbud members.
- 2) Cloverbuds are encouraged to complete the coloring page that will be displayed along with their picture and bio.
- 3) Please make sure to add your name to the back of your photo and coloring page.**

Resources Available:

- 4-H leaders, volunteers, and teen peers will be available for support and assistance.

Contact Person: *Amelia Valente, 4-H Program Assistant. 732-431-7260 x7265. Amelia.Valente@co.monmouth.nj.us*

Cloverbud Court Sign-Up Form

Cloverbud's Name: _____

Club(s): _____

Parent/Guardian Phone*: _____

**please write down a number that can be used to contact you the day of if need be.*

Parent/Guardian E-Mail: _____

Grade as of September 2018: _____

This Cloverbud member was in 3rd grade for the 2018-2019 program year and is now graduating to become a standard 4-H member for the 2019-2020 program year (please circle): YES NO

Please submit this form with a laminated 5" x 7" or similar size photo.

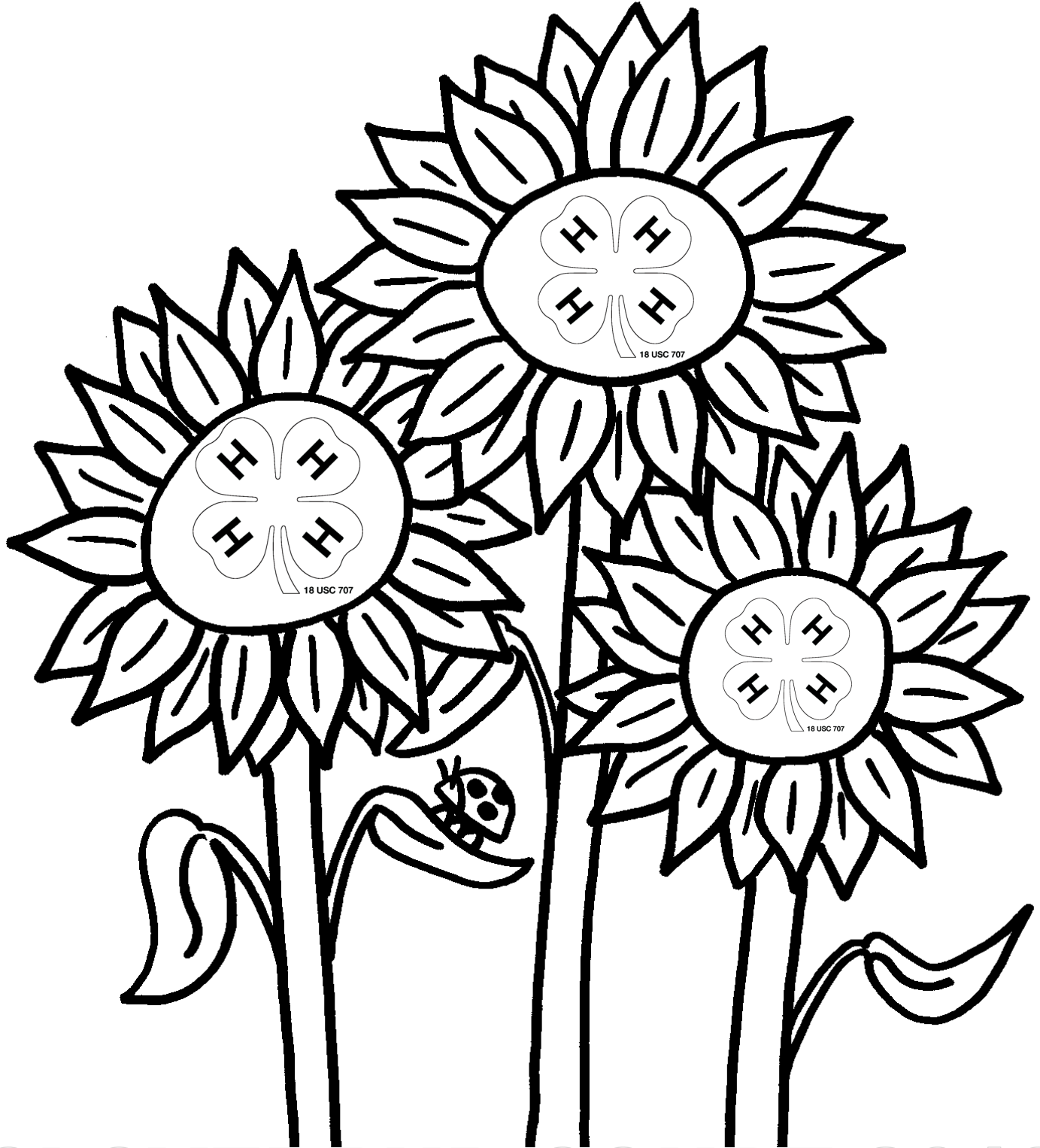
Make sure to complete the coloring page on the next page to be added to the Cloverbud Court display along with your picture and bio!

Questions a cloverbud may be asked at the ceremony:

- 1) What is your favorite part of 4-H?
- 2) Is there someone who helps you in 4-H (leader, parents, other members) that you would like to thank?

Cloverbud Information: Tell us about yourself! What do you like about 4-H? What projects did you like this year? What other 4-H experiences would you like to share?

MONMOUTH COUNTY FAIR



CLOVERBUD COURT 2019

This page left blank intentionally

PROJECT ENTRY FORMS

Section 1

Section 1 entries are to be dropped off at the 4-H Kitchen/Classroom between **July 15-16** during the hours of 8:30am-8:30pm.

Entry tags will be provided in the Kitchen/Classroom for you to fill out and attach to the right bottom corner of your project. Entries will be judged pre-fair and then transported by 4-H staff to the fairgrounds to be displayed.

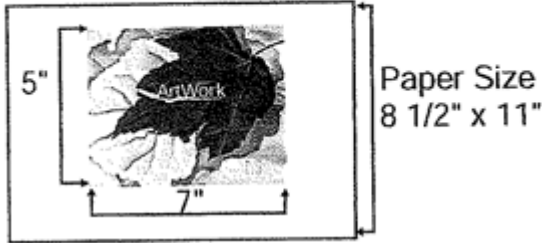
In this area you will find:

Animal Science	Pg. 31
Architectural Design	Pg. 38
Creative Crafts	Pg. 37
Creative Writing	Pg. 39
Environmental Science	Pg. 36
Fashion	Pg. 36
Food and Nutrition	Pg. 33
Graphic Arts	Pg. 38
“How to Mat” Guidelines	Pg. 30
Human Science	Pg. 32
Performing Arts	Pg. 39
Photography	Pg. 38
Recipe Card Entry Form	Pg. 34
Recycling	Pg. 36
Scrapbooking	Pg. 39
Sewing	Pg. 35
Textiles	Pg. 35
Visual Arts	Pg. 37
Woodworking	Pg. 36

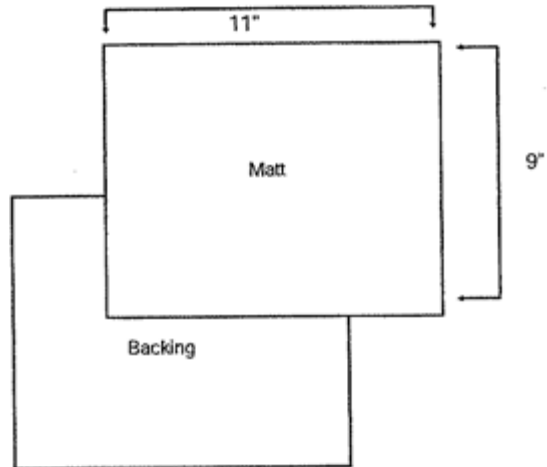
All 4-H families are asked to provide help for the 4-H setup and breakdown portion of the fair. Please review page 6 to see where your family could be of most help.

How to Mat

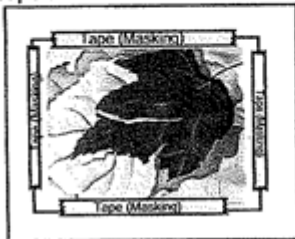
1. Measure artwork: you only need what's important. If the paper is larger than the art cut it down.



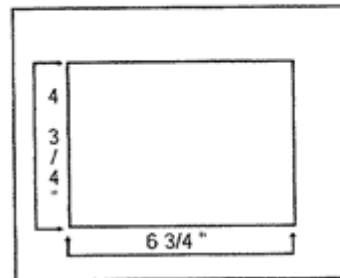
2. Measure Mat & Backing board, you do this by adding 4 inches to the length and width of the artwork. Both Mat & backing must be the same size.



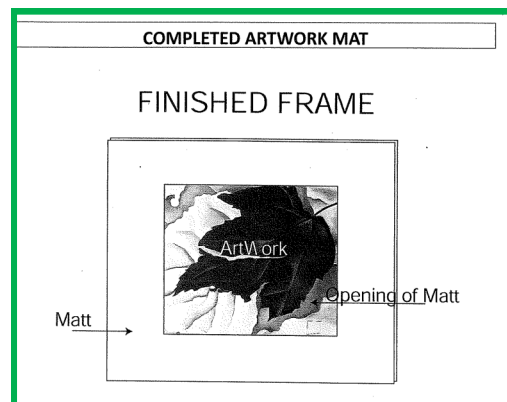
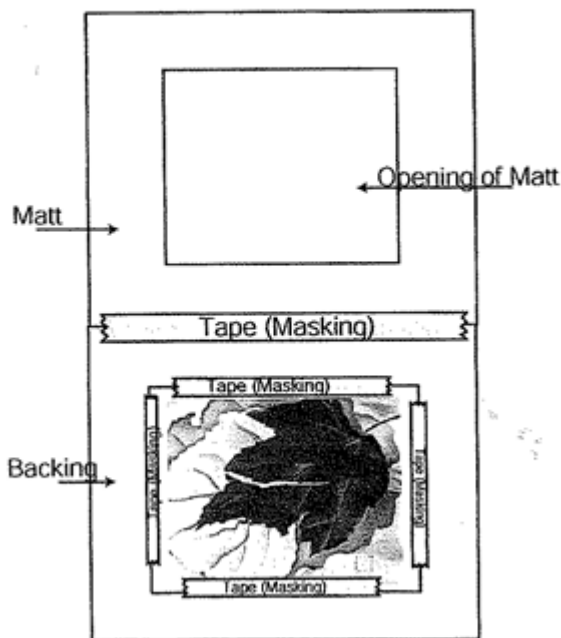
3. Tape the artwork down. Make sure you use masking tape around the edges. Do not put tape on the artwork itself but the edges of the paper.



4. Cut Mat opening so that it is 1 3/4 inches from each edge. In this case the mat opening should measure 4 3/4\"/>



5. Tape Mat to backing boards.



Animal Science

DIVISION 1– ANIMAL SCIENCE:

GUIDELINES:

- Posters shall be at least 22"x 28" in size. Cloverbud posters should be at least 14"x 22".
- Posters should be covered in plastic to be protected from the elements. A plastic shower curtain works well.
- Common and scientific names of each species is required (For Cloverbuds, this is encouraged but not required).
- If you are participating in the *Outstanding Fair Participation Award* and do not own an animal to display at the fair, this can be your "Section 3" entry.

Classes:

A. Health

- 1) Breeding/Genetics/DNA.
- 2) Gestation/Incubation.
- 3) Skeletal, Muscular, Digestive, Respiratory, etc. System.
- 4) Infectious/Non-Infectious Diseases.
- 5) Nutrition/Nutrient Requirements.
- 6) Emergency Procedures and Protocols.

B. Animal Behavior (Ethology)

- 1) Direct Observation (Observe an animal and record its behavior for 15 minutes in 30-second intervals using specific detailing.)
- 2) Innate behavior vs. learned behavior.
- 3) Animal Communication
 - A. Interspecific examples.
 - B. Intraspecific examples.
- 4) Enrichment Projects.
- 5) Training Procedures.

C. Modern Advancement

- 1) Careers in Animal Science.
- 2) Current News Topics.
- 3) Famous scientist/researcher involved within Animal Science.
- 4) Design and describe a Layout
 - A. Zoo or Wildlife Conservation Exhibit
 - B. Farm layout
 - C. Horse Performance and/or Breeding Stables
 - D. Veterinarian Office and/or Rehabilitator Clinic
 - E. Showground layout

D. Other



Human Science

DIVISION 2– HUMAN SCIENCE:

GUIDELINES:

- Posters shall be at least 22" x 28" in size.
- Cloverbud posters should be at least 14" x 22" in size.
- Posters should be covered in plastic to be protected from the elements. A plastic shower curtain works well.
- If you are participating in the *Outstanding Fair Participation Award* and do not own an animal to display at the fair, this can be your "Section 3" entry.

Classes:

A. Organ Systems

- 1) Skeletal System
- 2) Muscular System
- 3) Integumentary System
- 4) Brain and/or Nervous System
- 5) Cardiovascular System
- 6) Respiratory System
- 7) Digestive System
- 8) Other Organ System

B. Health

- 1) Proper Nutrition
- 2) Genetics and DNA
- 3) Infectious Diseases
- 4) Stress Reductions
- 5) Emergency Procedures
- 6) Fitness
- 7) Mental Health

C. Modern Advancements

- 1) Careers in Human Sciences
- 2) Current News Topics
- 3) Famous scientist/researcher involved within Human Science.
- 4) Design and describe a Layout
 - A. Rehabilitation clinic
 - B. Fitness center
 - C. Operation room

D. Other



Food and Nutrition

DIVISION 3- FOOD AND NUTRITION:

GUIDELINES:

- Recipe must accompany entry. Recipe cards can be found on the back of this page.
- Refrigeration is available when you drop off your entries.
- Entries must be prepared by the 4-H member but an adult may assist.
- Food Items may be entered in only one class.
- Each entry needs to be equivalent to 4 servings or more.
- Entries will be photographed after being judged. Only photographs of the entries will be displayed at the fair.

Classes:

A. Appetizers and Beverages

B. Soups and Salads

C. Main Dishes

D. Side Dishes

E. Desserts

F. Breads

G. Spreads

H. Canned/Preserved

I. Dehydrated

J. Nutritious School Fare (including beverage)

1) Individual School lunch

2) After-school snack

K. Flip or Flop– Recreate a recipe with healthier options. Include original and revised recipe.

L. Food Fun (ex: create a creature)

1) 2-D Sculptures

2) 3-D Sculptures

DIVISION 4- FOODS TO SHARE & ENTERTAINING:

GUIDELINES:

- Recipe must accompany entry. Recipe cards can be found on the back of this page.
- Refrigeration is available when you drop off your entries.
- Entries must be prepared by the 4-H member but an adult may assist.
- Food Items may only be entered in one class.
- Each entry needs to be equivalent for 4 servings or more.
- Entries will be photographed after being judged. Only photographs of entry will be displayed at the fair.

Classes:

A. A food item suitably wrapped for a gift or holiday giving.

B. A picnic basket lunch (include container and a menu card. No beverages accepted.

C. A decorated cake suitable for a party.

D. Party cupcakes.

E. A centerpiece incorporating fresh fruits or vegetables.

F. Entertaining with Napkin Folding – fancy designs.

G. Entertaining with a Party Menu (Include an item from Division 5 with in classes A-F).

H. Other.

Recipe Card Entry Form

GUIDELINES:

- Recipes cards will be judged along with the entry and therefore should either be neatly written, typed, or photocopied.
- One entry per form. Please duplicate this form for multiple entries.

Name: _____

Club(s): _____

Recipe Title:

Food Groups: _____

Preparation Time: _____ **Number of Serving:** _____

Preheat oven to: _____
(always make sure to have assistance from an adult!)

Equipment Needed: _____

Ingredients: _____

Instructions: _____

**This form must accompany entry
Due on July 16-17 to the 4-H Office**

Sewing and Textiles

DIVISION 5- SEWING:

GUIDELINES:

- Please submit 1-3 paragraphs that include a description of project, length of time and process for making your entry.

Classes:

A. SEWING - BASICS

- 1) Simple sewing kit - "kit" creatively constructed by member including: pins, needle, thread, small scissors, a few buttons.
- 2) Stitch sampler: running stitch, blanket stitch, whip stitch.
- 3) Intermediate sewing sampler: various stitches, buttonhole, button, etc.

B. SEWING - SIMPLE GARMENTS

- 1) Simple accessory (ex: apron, vest)
- 2) Simple article of clothing (ex: elastic waist)

C. SEWING - INTERMEDIATE GARMENTS

- 1) Separates w/zippers, button closures, darts, and/or sleeves; no elastic waists.
- 2) Sleepwear or robe
- 3) Simple or unlined jacket
- 4) Other intermediate article of clothing that shows intermediate sewing technique (darts, buttons/closures, sleeves, etc.)

D. SEWING - ADVANCED GARMENTS

- 1) Two or three-piece coordinated suit/outfit.
- 2) Tailored jacket or coat.
- 3) Other advanced article of clothing that shows advanced sewing techniques. (zippers, lining, etc.)
- 4) Semi-Formal

E. SEWING - SPECIALTY

- 1) Specialty clothing: costume.
- 2) Craft: puppets, dolls, etc.
- 3) Home Deco: Pillows, Curtains, Quilt, etc.
- 4) Original design: sketches need to be included with entry.

F. SEWING - FORMAL

- 1) Garments suitable for a formal occasion: proms, weddings, etc.
- 2) Wraps, capes & accessories; gloves, bags, etc.

DIVISION 6- TEXTILES: (Other than sewn items)

GUIDELINES:

- Please submit 1-3 paragraphs that include a description of project, length of time and process for making your entry.

Classes:

- | | |
|----------------------|----------------------|
| A) Knitting | F) Smocking |
| B) Crocheting | G) Needlework |
| C) Macramé | H) Weaving |
| D) Tatting | I) Other |
| E) Lace | |

Fashion, Woodworking, Recycling, and Environmental Science

DIVISION 7– FASHION:

GUIDELINES:

- Write 1-3 paragraphs explaining your creative concept and the selection of your fashion items. What specific details do you like about your entry?
- Receipts are required for Class A

Classes:

- A. Outfit Coordinator (Create a coordinated outfit. Purchase limit \$50)**
- B. Garment Repurpose/Transformation.**
- C. Anything but Fabric.**

DIVISION 8- WOODWORKING:

GUIDELINES:

- Items must be constructed, sanded, assembled, and finished by member.

Classes:

- A. Functional**
- B. Decorative**

DIVISION 9 - RECYCLING:

GUIDELINES:

- Invent or design a creative, useful, original item from one or more recyclable objects.
- Submit 1-3 paragraphs including the nature of the project, description of its use, length of time spent making it and any unique features about the project.

Classes:

- A. Item made from natural resources. (e.g. fallen leaves as a table center piece)**
- B. Item made from manmade resources. (e.g. milk carton as a flower vase)**

DIVISION 10 - ENVIRONMENTAL SCIENCE:

GUIDELINES:

- Items must have been collected and display assembled by 4-H member.
- Submit 1-3 paragraphs describing the collection and tell about any special pieces.
- A minimum of 5 specimens mounted and labeled with common and scientific names.

Classes:

- A. Conchology (Shells)**
- B. Geology (Rocks/Minerals)**
- C. Herbarium (Dried Flowers/Leaves/Seeds)**
- D. Entomology (Insects)**
- E. Other**

Creative Crafts and Visual Arts

DIVISION 11 - CREATIVE CRAFTS:

GUIDELINES:

- All art entries must be matted, ready to hang, and covered with a protective cover such as acetate or Shrink Wrap. **NO GLASS PERMITTED.**
- Members may show only 1 entry per class.

Classes:

- A. Ceramics**
- B. Leather**
- C. Holiday Craft**
- D. Painted Craft**
- E. Metal Work**
- F. Found Objects**
- G. Jewelry**
- H. Mosaic**
- I. Stenciling**
- J. Stamping**
- K. Paper**
- L. Basket Making**
- M. Collages**
- N. Other**

DIVISION 12- VISUAL ARTS:

GUIDELINES:

- Members may show only 1 entry per class.
- No lined (notebook) paper will be accepted.
- All art and photography entries must be matted, ready to hang, and covered with a protective cover such as Acetate or Shrink Wrap. **NO GLASS PERMITTED.**

Classes:

A.2-Dimensional Work

- 1) Drawing
 - A. Crayon/Marker
 - B. Pen/Ink
 - C. Pencil/Colored Pencil
 - D. Charcoal/Pastel
- 2) Painting
 - A. Watercolor
 - B. Oil
 - C. Acrylic
- 3) Mixed Media- any combination of the above
- 4) Printmaking

B. 3-Dimensional Work

- 1) Wood
- 2) Clay
- 3) Plaster
- 4) Wire
- 5) Other

Architect, Graphic Arts, and Photography

DIVISION 13 - ARCHITECTURAL DESIGN:

GUIDELINES:

- Any artistic medium, including photography. Entry may be 2-D, a 3-D model or any combination.
- All entries must be protected—no open models. Acrylic frames and display boxes are highly recommended. **NO GLASS.**
- Entry must include an explanation of the design. Explanation may be visual, e.g. a series of pictures with captions, essay, or any combination of these options.
- Entry may have a CAD foundation, a 2-dimensional graphic representation in engineering.

Classes:

- A. Structure**
- B. Playground**
- C. Park**
- D. Other**

DIVISION 14 - GRAPHIC ARTS:

GUIDELINES:

- Computer generated and/or computer manipulated art.
- All entries must be protected. Plastic sleeves, acrylic frames and display boxes are highly recommended. **NO GLASS.**
- Any single color plus white will be placed in **Class A.**

Classes:

- A. Single Color**
- B. Multiple Color**
- C. Other**

DIVISION 15- PHOTOGRAPHY:

GUIDELINES:

- 4-H member must have been the photographer for the photo on exhibit.
- Members may show only one (1) entry per class.
- All art and photography entries must be matted, ready to hang, and covered with a protective cover such as Acetate or Shrink Wrap. **NO GLASS PERMITTED.**

Classes:

A. Single Photograph

- 1) Black & White
- 2) Color

B. Grouped Photographs

- 1) 3 or more photos with captions that tell a story
- 2) Scrapbook page where photos are laid out with captions, journaling and title
- 3) 4-H event (layout should include captions, a brief description of the event, including date, and a title)
- 4) Should be mounted on poster board no larger than 24" x 18"
- 5) Photoshop Image

***Please Note:**

The Pet Photo Contest should not be confused with Division 15 above. The Division above will be judged, while the Pet Photo Contest is a fundraiser and will not be judged. For more information on how to enter your photo for the Pet Photo Contest, please see page 20.

Scrapbooking, Performing and Creative Writing

DIVISION 16- SCRAPBOOKING:

GUIDELINES:

- All exhibits must have been designed by a 4-H member(s).
- Cloverbud members may submit an individual scrapbook page.
- Standard members must submit an entire scrapbook.

Classes:

- A. 4-H Club Scrapbook or Scrapbook Page.**
- B. Individual 4-H Scrapbook or Scrapbook Page.**
- C. General Scrapbook or Scrapbook Page.**
- D. Other**

DIVISION 17- PERFORMING ARTS:

GUIDELINES:

- Group performances not to exceed 6 youth.
- All participants will give their performances on stage in the 4-H Show Tent at scheduled times. A Presentation Entry Form is required to be filled out. Find this form on **Page 22**.
- **Unlike other presentations, performances, and/or demonstrations, this Division will be judged. Please indicate on the Presentations Entry Form that you are competing in Division 17.**

Classes:

- A. Acting**
 - 1) Monologue
 - 2) Group Scene
 - 3) Pantomime
- B. Musical Performance (Vocal, Instrumental)**
 - 1) Solo
 - 2) Group
- C. Puppetry**
- D. Dance (Tap, Folk, Jazz, etc.)**
 - 1) Solo
 - 2) Group
- E. Other**

DIVISION 18- CREATIVE WRITING:

GUIDELINES:

- Creative Writing needs to be submitted in a sheet protector.
- 4-H members may enter 1 item per class.
- No pencil submissions will be accepted.

Classes:

- A. Essay**
- B. Short Story**
- C. Poem**
- D. Children's Story**
- E. One-Act Play**
- F. Comic Strip/Graphic Short Story**

This page left blank intentionally

PROJECT ENTRY FORMS

Section 2

Section 2 entries include any projects that will not be dropped off at the 4-H Kitchen/Classroom between July 15-16, nor will be pre-fair judged.

Entries will be transported and dropped off at the fair by the 4-H'ers themselves on **Wednesday, July 24 between 2-4pm** to the 4-H Exhibit Tent. The entry forms for these divisions are included in this section. Please fill out these forms and bring them with you when you drop off your entries.

In this area you will find:

Flower Guidelines	Pg. 45
Fruit Guidelines	Pg. 44
Herb Guidelines	Pg. 45
Horticulture Entry Form	Pg. 46
Live Flower/Arrangements Guidelines	Pg. 45
SET Guidelines	Pg. 42
SET Showcase Entry Form	Pg. 43
Vegetable Guidelines	Pg. 44

All 4-H families are asked to provide help for the 4-H setup and breakdown portion of the fair. Please review page 6 to see where your family could be of most help.

SET

DIVISION 19- SCIENCE, ENGINEERING, AND TECHNOLOGY:

REGULATIONS:

- Any Project applying science to achieve a practical purpose through invention, planning, or manipulation.
- Entries will be showcased on Sunday from 3-5pm in the Show Tent. 4-H'ers should prepare a 2-minute explanation of their project, and display any action the entry performs.
- Entry submissions can include a scale model/prototype, invention/innovation of a devise, or a manufactured/marketable product.

Classes:

- A. Robotics**
- B. Navigation/Orientation project using GPS**
- C. Aerospace**
- D. Electric**
- E. Small Engines**
- F. Wind Power**
- G. Water and Wetlands**
- H. Plant and Soil Science**
- I. Crop Science**
- J. Other**

SET Showcase

Display your SET projects to the public!

Sunday 7/28 at 3pm in the 4-H Show Tent

Mail in "SET Showcase Entry Form" to the office
by **May 31.**

The Entry Form can be found on pg. 43

***No entries from this division will be displayed
during the entirety of the fair.**

Therefore, for this entry you will not drop off your entries on July 24.

If you are interested in providing an additional opportunity to educate the public about your SET project, please fill out the Presentations Entry form found on page 22. You will complete a separate presentation and/or demonstration about your projects at the 4-H Show Tent.

SET Showcase Entry Form

On Sunday, July 28 at 3 pm, those who have entered projects from Division 19 will showcase these in the Show Tent. This is a great opportunity to show your talents and have a lot of fun! Please fill out the following information. The Show Tent Chairperson will follow up with you prior to the fair. Thank you for your participation!

Name: _____ Age: _____

Club(s): _____

Phone Number: _____

E-Mail: _____

Grade as of September 2018: _____

Class: _____

1) Is this a Solo Performance or Group Performance? (Please circle one)

If a group performance, please list the names of the additional performers below:

2) Will you be using audio such as a CD, iPod, or phone? (Please circle one) Yes No

If yes, what type? _____

3) Will you be using props such as tables or chairs? (Please circle one) Yes No

If yes, what kind? _____

My family will help with (Please Circle) Barn Pull Out Set Up Breakdown Barn Put Back

This form is due by May 31 to the 4-H Office

Vegetables and Fruits

Horticulture Entry Form found on Page 46 is required with your entries.

HINTS FOR DISPLAYING FRUITS AND VEGETABLES

- Vegetables and fruits should be at the best edible stage of maturity and free from decay, blemishes or any type of injury.
- Where more than one specimen is needed, they should be uniform in size, shape, color, texture, quality and maturity.
- If the vegetables or fruits are dirty, wipe them with a soft cloth or rinse them in cold water to remove dust, soil or other foreign matter. Do not scrub root crops.

DIVISION 20- VEGETABLES:

GUIDELINES:

- All exhibits must have been selected and grown by the 4-H'er and his or her family.
- Each entry must consist of a single variety, correctly named.
- A member may make only one entry in each class.
- Items requiring water need to be displayed in a clear plastic container supplied by the 4-H'er.
- The 4-H'er is responsible for watering during the fair

Classes:

- A. Tomatoes- Green, Small, Standard**
- B. Peppers- Hot, Sweet**
- C. Eggplant**
- D. Legumes- Beans**
- E. Onions**
- F. Cucurbits- Cucumber, Melon, Pumpkin, Zucchini, Squash**
- G. Leafy- Broccoli, Cabbage, Swiss Chard**
- H. Root Vegetables- Beets, Carrots, Potatoes, Turnips**
- I. Outdoor Container Gardening- Vegetables**
- J. Novelty Vegetables- Most Oddly Shaped**
- K. Largest Zucchini**
- L. Create a Character (using at least 3 vegetables)**

DIVISION 21- FRUITS:

GUIDELINES:

- All exhibits must have been selected and grown by the 4-H'er and his or her family.
- Each entry must consist of a single variety, correctly named.

Classes:

- A. Strawberries**
- B. Raspberries**
- C. Blackberries**
- D. Peaches**
- E. Pears**
- F. Any Other Fruit**
- G. Most Oddly Shaped Fruit**
- H. Create a character (at least 3 fruits)**

Flowers and Herbs

Horticulture Entry Form found on Page 46 is required with your entries.

HINTS FOR DISPLAYING FLOWERS

- Remove all foliage that will be under water in the container.
- Where more than one specimen is needed, there should be uniformity in size, shape, and maturity.
- The length of the stem should be proportional to the size of the flower. For example, a small flower (1 to 2 inches) should have a short stem (3 to 5 inches long). A larger flower should have a proportionately longer stem.
- Leave some of the foliage (above water) on the flower stem, if possible.

DIVISION 22- FLOWERS:

GUIDELINES:

- No more than one entry per class allowed if they are of different varieties.
- All cut flowers must be in water. Plastic container should be labeled with member's name.

Classes:

- A. House Plants- Foliage, Flowering, Cactus/Succulents**
- B. Hanging Basket**
- C. Dish Garden/Fairy Garden/Terrarium**
- D. Outdoor Container Gardening- Foliage, Flowering, Cactus/Succulent**
- E. Other**

DIVISION 23- LIVE FLOWER/PLANT ARRANGEMENT:

GUIDELINES:

- No more than one entry per class allowed if they are of different varieties
- All cut flowers must be in water. Plastic container should be labeled with member's name.

Classes:

- A. Centerpiece/Arrangement**
- B. Corsage**
- C. Wreath/Swag/Garland**
- D. Holiday**
- E. Other**

DIVISION 24- HERBS:

GUIDELINES:

- All exhibits must have been selected and grown by the 4-H'er and his or her family.
- Provide 3 stems in water displayed in a clear plastic container supplied by the 4-H'er.
- All cut herbs must be put in a plastic container and be watered by the 4-H'er

Classes:

- | | | |
|--------------------|--------------------|----------------------|
| A. Basil | E. Mink | I. Thyme |
| B. Dill | F. Oregano | J. Watercress |
| C. Lavender | G. Rosemary | K. Parsley |
| D. Marjoram | H. Sage | L. Other |

Horticulture Entry Form

Horticulture Entry Form is required with your entries.

DIVISION #: Please Circle one of the Following:

20 21 22 23 24

CLASS: _____

NAME: _____

CLUB: _____

GRADE Completed as of Sept. 2018: _____

TOWN: _____

*Entry Drop Off on opening day of fair - Wednesday, between 2:00-4:00pm
in the 4-H Information/Exhibit Tent by the garden stand.*

Do not write below this line. For Judges purposes only:

JUDGE'S COMMENTS:

JUDGE AWARDS (please circle):

Cloverbud Participation	Best in Show
Excellent	Best Reserve in Show
Very Good	
Good	

**This form is due on July 24 to the 4-H Exhibit Tent
on the fairgrounds**

PROJECT ENTRY FORMS

SECTION 3

Section 3 includes any entries involving Animal Projects.

In this area you will find:

Animal Health Fair Paperwork Requirements	Pg. 48-49
Animal Welfare Guidelines	Pg. 51
Equine Guidelines and Entry Forms	Pg. 68-72
Livestock Guidelines and Entry Form	Pg. 62-64
Master Showmanship Guidelines	Pg. 50
Model Horse Guidelines and Entry Forms	Pg. 69-70
Open English Horse Show	Pg. 73-74
Open Gymkhana Horse Show	Pg. 75-76
Poultry Guidelines and Entry Form	Pg. 65-67
Small Animal Guidelines and Entry Forms	Pg. 52-61

**Want to do a live animal presentation or demonstration?
See page 22 for more details and to fill out a
Presentation Entry Form!**

All 4-H families are asked to provide help for the 4-H setup and breakdown portion of the fair. Please review page 6 to see where your family could be of most help.

Fair Health Paperwork for Animals

This is an overview of what health paperwork you will need **PER** animal if you are planning on using the animal at the Monmouth County Fair. Please refer to the Animal Project Health Packet (found on 4Honline) for further details)

PLEASE KEEP ALL ORIGINAL PAPERWORK FOR YOURSELF, ONLY SUBMIT COPIES TO THE 4-H OFFICE.

All animals will be health checked. If the animal is not cleared, it must be removed immediately from the fairgrounds. If an animal becomes ill during an event, then it will be released immediately from the grounds. Any animal released is not allowed to come back for the duration of the fair

If you forget your documentation, your animals will not be allowed to come off the trailer/vehicle until the paperwork is provided.

****Please Note: Animal Registration Forms are not Fair Entry Form. All registration forms will be distributed by the 4-H office and are not located in this book.***

<u>POULTRY</u>	DUE	# of Copies to Submit
Animal Registration Form (Can also be known as Livestock Registration Form).	5/1/19	1
Leg Band Number to be written on registration form OR wallet-sized pictures of your animal (front and side) showing all markings to be attached to registration form.	5/1/19	1: PHOTO MUST BE COLOR
Lease/Borrow Form if applicable.	5/1/19	1
Completed Pullorum Testing certificate within 30 days from the event. All birds under four months of age shall originate from negative flocks (the individual test is not valid).	7/24/19	1 *Note– the 4-H office gets one copy, you keep one copy, and the NJ Dept. of Agriculture gets the 3rd copy.

<u>LIVESTOCK</u>	DUE	# of Copies to Submit
Animal Registration Form (Can also be known as Livestock Registration Form).	5/1/19	1
Sheep & Goats need a USDA chip, ear tag, or tattoo (to be written on Registration Form)	5/1/19	n/a
Lease/Borrow Form if applicable.	5/1/19	1
A Certificate of Veterinary Inspection (CVI) or Animal Health Certificate (AHC) to be completed no less than 30 days from the event. Certificates must state exhibitor’s livestock is free from foot rot, sore mouth or any other infectious or contagious disease. All Livestock over 6 months of age must be current on Rabies vaccination.	7/25/19	1 *Note– bring this with you to the fair. DO NOT submit to 4-H office.

Fair Health Paperwork for Animals

<u>RABBIT/SMALL ANIMAL</u>	DUE	# of Copies to Submit
Animal Registration Form (Can also be known as Livestock Registration Form).	5/1/19	1
Lease/Borrow Form if applicable.	5/1/19	1
Ear Tattoo written on Registration Form OR wallet-sized pictures of your animal (front and side) showing all markings attached to form	5/1/19	1: PHOTO MUST BE COLOR
<i>Ferrets</i> - A vaccination record from your vets office showing proof of Rabies and Canine Distemper. <i>Exotics</i> - a copy of permit under NJ Fish & Wildlife policy.	5/1/19	1

<u>HERPETOLOGY</u>	DUE	# of Copies to Submit
Animal Registration Form (Can also be known as Livestock Registration Form).	5/1/19	1
Lease/Borrow Form if applicable.	5/1/19	1
Wallet sized pictures of your animal (front and side) showing all markings.	5/1/19	1: MUST BE COLOR
A copy of permit per species required under NJ Fish & Wildlife policy.	5/1/19	1

<u>EQUINE</u>	DUE	# of Copies to Submit
Wallet sized pictures of your equine.	4/1/19	1: MUST BE COLOR
Horse Registration Form.	4/1/19	1
Horse Lease/Borrow Form if applicable.	4/1/19	1
Negative Coggins within 12 months of the NJ State 4-H Horse Show (held in August). No emailed copies or copies displayed on your phone will be accepted. No black and white copies accepted.	5/20/19	2: MUST BE COLOR
Horse Health Form. <ul style="list-style-type: none"> - Eastern Encephalitis vaccination (12mo.) - Tetanus vaccination (12mo.) - Rabies vaccination (12mo.) - West Nile Virus vaccination (12mo.) - Equine Influenza vaccination (6mo.) - Equine Herpesvirus (or rhinopneumonitis) (6mo.) 	5/20/19	1 *Note– all of these vaccinations must be within the indicated months from the NJ State 4-H Horse Show, which is held each year in August.
Attached to the completed horse health form: <ul style="list-style-type: none"> - <i>Dated, itemized bill from veterinarian stating equines name and type of vaccinations. OR</i> - <i>Health Certificate, stating equines name and vaccinations with dates given, sign by veterinarian.</i> 	7/19/19	1 *Note– Certificate can be emailed directly to 4-H office.

Master Showmanship Competition

GUIDELINES:

- Formerly called the Round Robin Showmanship Competition.
- Every 4-H member with a project animal displayed at the fair is to participate in Showmanship. Please check with your Tent Chairs as to when Showmanship will take place for your specific animal project.
- Only members that are keeping animals for the duration of the entire fair are able to qualify for the Master Showmanship Championship.
- The winners of showmanship within each animal project area (i.e.- Rabbit/Small Animal, Herpetology, Livestock, Poultry, and Horse) will compete in the Master Showmanship Competition. Participants will exchange each others' animals and show them, while also answering fun animal related questions. Participants will receive feedback and learning materials from the judge.
- If you qualify, please be ready by 2:45pm on Sunday with your appropriate showmanship outfits (or white shirt and black slacks).
- Junior competitors will be in grades 4-7 and Senior grades 8-13 (**As of Sept. 2018**). Cloverbud members cannot qualify to compete but are welcome to come watch and root for their peers.

**New to Showmanship? No Problem!
Ask your Tent Chairs and fellow 4-H members.
They can help!**

The printed guidelines for this event will be available at the Mandatory Fair Meeting. A copy will also be located within each tent binder during the fair. Please use this guide as a reference.

**The Master Showmanship Competition
Sunday, July 28, at 3PM– 4-H Livestock Ring**

All are welcome to watch!



Pre-Fair Showmanship Practice Clinic– All 4-H'ers are welcome to attend. Date TBA.

Animal Welfare

During fair season, 4-H members have an opportunity to showcase our belief in the ethical and humane treatment of animals and demonstrate our guarantee of safe practices. While showing animals, we are under the watchful eye of the general public. Many people attending the fair may have no idea how these animals are raised. You are the spokesperson for your animals. The proper care of animals in a public setting should receive primary attention. Practicing these guidelines should be helpful in preventing any misconceptions the public may have.

Always remember the 5 freedoms of Animal Welfare: These serve as a guideline to how animals should be cared for:



Freedom from Hunger and Thirst by ready access to fresh water and a diet to maintain full health and vigor



Freedom to Express Normal Behavior by providing sufficient space, proper facilities, and company of the animal's own kind.



Freedom from Discomfort by providing an appropriate environment, including shelter and a comfortable resting area.



Freedom from Fear and Distress by ensuring conditions and treatment which avoid mental suffering.



Freedom from Pain, Injury, or Disease by prevention or rapid diagnosis and treatment.

1. Provide fresh, clean water to all animals at all times.
2. Keep your pens clean and dry with good bedding at all times.
3. Be aware of animal comfort zones i.e. temperature, space.
4. Sort and load animals safely and with concern for others.
5. Train animals to lead or be handled at a young age before the fair; this will make them more manageable at the fair.
6. Arrange for veterinary care in case of an animal emergency.
7. Handle animals in a very humane way.
8. Animals should be fed on a routine basis.
9. Avoid stressing the animals.
10. Keep animals clean; a clean animal is viewed as a healthy animal.
11. Use show stick, whips, and canes for showing only and try to use them as gently as possible.
12. Review your 4-H project manual and follow the care recommendations. This is also a good way to answer any questions the public may have.
13. Have a plan of action if a problem should arise and who to contact to help solve it or answer questions.
14. Know who and where fair officials are and how to get in contact with them.
15. If questioned about animal care by a stranger, remain calm, be polite, answer the questions the best you can, don't argue, and refer the person to an adult if a tough question or situation arises.

Animal Welfare is important and highly visible during summer fairs. Following the above practices will present a positive image of the 4-H program to the public as well as demonstrate the solid animal stewardship which is our 4-H tradition.

Prepared by: Dan Jennings, University of Illinois Extension 4-H Animal Science State Educator

Small Animal Guidelines

RABBIT/CAVY/SMALL ANIMAL/HERPETOLOGY:

GENERAL GUIDELINES:

- Member must have had possession of animal(s) by **May 1** and have a livestock registration form (also known as 4-H ANIMAL REGISTRATION FORM) submitted to the 4-H office.
- Each member must complete the appropriate fair entry forms, have them signed by their club leader, and submit them to the office no later than the specific deadlines which can be found on the back cover of this book.
- Each member must submit the animal health forms required. Please review these guidelines on **pages 48-49**.
- All small animal exhibitions will remain at the fair from Wednesday until Sunday at 6:00pm.
- Project animals should be at the fairgrounds **between 2:00—4:00 pm on Wednesday to be vet checked**. All animals must be healthy and free from disease. Any animals found with any illness or abnormality must be taken from the fairgrounds and may not return to the fair. Proper transport cages are a must. All carrying cages must be removed from the tent by 5:00 when the fair opens to the public.
- If an animal is in distress or becomes ill during the fair, it will be evaluated by the Tent Chair, 4-H staff, and the fair veterinarian. If the animal is deemed unfit to stay at the fair, it will be sent home. This animal may not return for the rest of the fair.
- If an animal bites, the Tent Chair and 4-H Staff have the right to send that animal home. If the animal has a history of biting, the Cage/Pen/Stall Information Card should indicate this. It is also encouraged that the owner specifically takes care of that particular animal.
- All personal equipment, including chairs, supplies and food items for animals and people will be kept in a neat manner. The Small Animal Tent and Herpetology Tent must be neat and clean at all times.
- **For safety, only appropriate closed-toed shoes are allowed in all animal exhibit tents.**
- 4-H members **may not sell** their project animals during the fair. Animals for sale will be advertised on the central board and interested buyers can leave their contact information. Once the fair is officially closed, the buyer can pick up the animal.

SMALL ANIMAL CARE:

- Animals are expected to have clean cages and access to clean water and food at all times. 4-H members are responsible for this task.
- Members are expected to serve a minimum of one (1) herdsmanship duty. Herdsmanship is mandatory.

SMALL ANIMAL SHOW:

- All exhibitors are to be present at time of judging.
- All decisions of the judges are final.
- Animals may be brought in for judging on the day of the show with permission from the Tent Chairperson. Please identify with your Tent Chair the time these animals should arrive for vet checks. There will be a registration form for judging only, not exhibition, at the mandatory meeting to sign up these animals.
- **All members exhibiting animals throughout the fair are required to show in a showmanship class. Ask your leader or peers for resources to help you prepare. Junior and Senior classes will be provided in each division. Cloverbuds are not required to complete showmanship, but are encouraged to do so.**

Rabbit, Cavy and Small Animal Show date– TBA at Mandatory Fair Meeting
Herpetology Show date– TBA at Mandatory Fair Meeting

Small Animal Guidelines

DIVISION 25-RABBIT:

RABBIT GUIDELINES:

- Please review the General Guidelines for all Small Animals on Page 52.
- Members are allowed to enter rabbits for four (4) holes to exhibit during the fair. Does and litter, as well as large breeds, require two holes per rabbit. Additional rabbits will be accepted if space is available and will be assigned based on member seniority.
- Minimum age of kits in a litter is six weeks, maximum age is eight weeks. Individual rabbits must be 3-months-old to show at the fair.
- Exhibit cages, water and food dishes will be provided for rabbits.
- Information concerning special diet for each animal must be given on the registration form. If your animal requires special feed, you must bring a closed container labeled with the member's name and animal's cage number on it.
- Rabbits will be fed during the last herdsmanship shift. Rabbit water bottles can be used if the animal continually flips its bowl.

Classes:

- A. All recognized breeds. Please enter the name of breed.**
- B. Mismarked Dutch**
- C. Mixed**
- D. Doe & litter (between 6-8 weeks old)**
- E. DQ Exhibit**

DIVISION 26-CAVY & SMALL ANIMAL:

CAVY AND SMALL ANIMAL GUIDELINES:

- Please review the General Guidelines for all Small Animals on Page 52.
- Exhibit cages, water, and food dishes will be provided for cavy only. Small animals will use owners' cages.
- There will be no sow and litter entries.
- Cavy and small animals will be fed by the owners. Please keep your feed in a closed container marked with your name on it.

Classes:

- A. Cavy- all recognized breeds. Please enter the name of breed.**
- B. Small Animal**
 - 1) Gerbils 4) Rats 7) Other
 - 2) Hamsters 5) Hedgehogs
 - 3) Mice 6) Chinchillas

DIVISION 27- HERPETOLOGY:

HERPETOLOGY GUIDELINES:

- Please review the General Guidelines for all Small Animals found on Page 52.
- The exhibit must have security devices to prevent the animal's escape.
- Animals must be identified on an exhibitor's tag.
- Animals must have a permit from the state. A copy must be submitted with the registration.

Classes:

- A. Snakes**
- B. Amphibians**
- C. Testudines**
- D. Lizards**
- E. Invertebrates**
- F. Exhibit**-Members entering in classes A-E can enter the exhibit class to have their project animals' tank/cage judged for design.

This page left blank intentionally

Rabbit Entry Form

Exhibitor's Name:	Address/Town/Zip Code:
Grade Complete as of Sept. 2018:	Cell Phone:
Club(s):	E-Mail:

Name of Rabbit:	Ear #:	Breed:	DOB:	Color:	Buck or Doe:	If Doe & Litter, how many kits?
<i>Example: Hoppy</i>	<i>CWAV1</i>	<i>Holland Lop</i>	<i>9/27/18</i>	<i>Solid White</i>	<i>Doe</i>	

You must count two (2) rows for Large Breeds such as: Flemish Giants, Checkered Giants, Beverens, French Lops and Doe and litters, etc.

Type of Feed (Please Circle One) Purina Blue Seal I'm bringing my own

If your animal requires a special feed, you must provide it in a sealed container with your name and the animal's cage number on it.

You are expected to do herdsmanship and showmanship.

My family will help with (Please Circle) Barn Pull Out Setup Breakdown Barn Put Back

This form is due by June 24 to the 4-H Office

This page left blank intentionally

Cavy Entry Form

Exhibitor's Name:	Address/Town/Zip Code:
Grade Complete as of Sept. 2018:	Cell Phone:
Club(s):	E-Mail:

Name of Cavy:	Breed:	Color:	Boar or Sow?	Jr.	Int.	Sr.
<i>Example: Oreo</i>	<i>American</i>	<i>Black and White</i>	<i>Boar</i>		<i>X</i>	

No Sow and Litter. Food must be supplied by exhibitor. The exhibitor is responsible for feeding and watering their animals.

You are expected to do herdsmanship and showmanship.

My family will help with (Please Circle) Barn Pull Out Setup Breakdown Barn Put Back

This form is due by June 24 to the 4-H Office

This page left blank intentionally

Small Animal Entry Form

Exhibitor's Name:	Address/Town/Zip Code:
Grade Complete as of Sept. 2018:	Cell Phone:
Club(s):	E-Mail:

Name of Small Animal.	Class:	Breed	Color	Sex	Jr.	Sr.
<i>Example: Gus</i>	<i>B- 4</i>	<i>Standard</i>	<i>Black Hooded</i>	<i>M</i>	<i>X</i>	

Food and Cage must be supplied by the exhibitor. The exhibitor is responsible for feeding/watering their animals.

You are expected to do herdsmanship and showmanship.

My family will help with (Please Circle) Barn Pull Out Setup Breakdown Barn Put Back

This form is due by June 24 to the 4-H Office

This page left blank intentionally

Herpetology Entry Form

Exhibitor's Name:	Address/Town/Zip Code:
Grade Complete as of Sept. 2018:	Cell Phone:
Club(s):	E-Mail:

Name of Animal:	Class:	Type	Sex	Age	Friendly?	Entering in Exhibit Class?
<i>Example: Einstein</i>	<i>C</i>	<i>Eastern Box Turtle</i>	<i>M</i>	<i>10</i>	<i>Yes</i>	<i>Yes!</i>

Animals must have a permit from the state and a copy must be submitted with this form

You are expected to do herdsmanship and showmanship.

My family will help with (Please Circle) Barn Pull Out Setup Breakdown Barn Put Back

This form is due June 24

Livestock Guidelines

LIVESTOCK:

GENERAL GUIDELINES:

- Member must have had possession of animal(s) by May 1 and have a livestock registration form (also known as 4-H ANIMAL REGISTRATION FORM) submitted to the 4-H office.
- Each member must complete the appropriate fair entry forms, have them signed by their club leader, and submit them to the office no later than the specific deadlines which can be found on the back cover.
- Each member must submit the animal health forms required. Please review these guidelines on **page 48-49.**
- All livestock exhibition will remain at the fair from Thursday until Sunday at 6:00pm.
- Project animals should be at the fairgrounds **between 12:00–4:00 pm on Thursday and be vet checked.** All animals must be healthy and free from disease. Any animals found with any illness or abnormality must be taken from the fairgrounds and may not return to the fair. Proper transport is must. All trailers must be parked on the 4-H hilltop parking lot by 5:00 when the fair opens to the public.
- If an animal is in distress or becomes ill during the fair, it will be evaluated by the Tent Chair, 4-H staff, and the fair veterinarian. If the animal is deemed unfit to stay at the fair, it will be sent home. This animal may not return for the rest of the fair.
- If an animal bites, the Tent Chair and 4-H Staff have the right to send that animal home. If the animal has a history of biting, the Cage/Pen/Stall Information Card should indicate this. It is also encouraged that the owner specifically take care of that particular animal.
- All personal equipment, including chairs, supplies and food items for animals and people will be kept in a neat manner. The Livestock Tent must be neat and clean at all times.
- **For safety, only appropriate closed-toed shoes are allowed in all animal exhibit tents.**
- 4-H members ***may not sell*** their project animals during the fair. Animals for sale will be advertised on the central board and interested buyers can leave their contact information. Once the fair is officially closed, the buyer can pick up the animal.

LIVESTOCK CARE:

- Members are responsible for providing their own care for their animals at the fairgrounds. Pens should be cleaned before the fair opens and should be checked on every 2 hours.
- Animals are expected to have clean pens and access to clean water and food at all times. 4-H members are responsible for this task. Members are expected to serve a minimum of one (1) herdsmanship duty. Herdsmanship is mandatory.

LIVESTOCK SHOW:

- All exhibitors are to be present at time of judging.
- All decisions of the judges are final.
- In order to enter the show ring, exhibitors should be neat, clean and appropriately attired. No county or family flock names on shirts while showing.
- Animals may be brought in for judging on the day of the show with permission from the Tent Chairperson. Please identify with your Tent Chair the time these animals should arrive for vet checks. There will be a registration form for judging only, not exhibition, at the mandatory meeting to sign up these animals.
- **All members exhibiting animals throughout the fair are required to show in a showmanship class. Ask your leader or peers for resources to help you prepare. Junior and Senior classes will be provided in each division. Cloverbuds are not required to complete showmanship, but are encouraged to do so.**

Goat Show date– TBA at Mandatory Fair Meeting

Sheep and Livestock show date– TBA at Mandatory Fair Meeting

Livestock Guidelines

DIVISION 28-CATTLE:

GUIDELINES:

- Please review the General Guidelines for all Livestock on Page 62.
- To be shown in hand with rope or show halter.

Classes:

A. Dairy B. Beef

DIVISION 29-SHEEP:

GUIDELINES:

- Please review the General Guidelines for all Livestock on Page 91.
- Each member may exhibit two animals per class unless specified.
- Animals entered in the market class must be slick shorn within the last 10 days.
- Use of halter is optional.
- Animals may be purebred or grade.

Classes: *Wool, Hair, and Meat breeds will be recognized*

A. Aged Ram-2 years and over	F. Ewe lamb under 1 year
B. Yearling Ram-between 1-2 years	G. Get of Sire- 4 sheep any age, either sex, sired by same ram.
C. Ram lamb-under 1 year	H. Wether- any age
D. Aged Ewe-2 years and over	I. Pair- Any 2 animals
E. Yearling Ewe-between 1-2 years	

DIVISION 30-GOATS:

GUIDELINES:

- Please review the General Guidelines for all Livestock on Page 62.
- Animals may be purebred or grade.
- No bucks are allowed.
- Dairy goat must be disbudded or polled. Meat/fiber/companion goats, horns are permitted.
- All goats are to be shown with a collar. Cloverbuds are to show with collar and lead.
- All dairy goats must be clipped.

Classes:

A. Dairy

1. Jr. Dry Doe under 12 months
2. Sr. Dry Doe over 12 months
3. Jr. Milker Doe under 12 months
4. Sr. Milker Doe over 12 months
5. Dam and Daughter
6. Nigerian Dwarf- recorded and unrecorded grades.

B. Meat

1. Jr. Breeding Doe under 12 months
2. Sr. Breeding Doe over 12 months
3. Market wether and does

C. Fiber

1. Jr. Does and Wethers under 12 mo.
2. Sr. Does and Wethers over 12 mo.

D. Companion

1. Jr. Does and Wethers under 12 mo.
2. Sr. Does and Wethers over 12 mo.
3. Dairy doe over 24 months and never freshened

DIVISION 31- OTHER LIVESTOCK

GUIDELINES:

- Please review the General Guidelines for all Livestock on Page 62.

Classes:

A. Swine B. Camelids C. Other

Livestock Entry Form

Exhibitor's Name:	Address/Town/Zip Code:
Grade Complete as of Sept. 2018:	Cell Phone:
Club(s):	E-Mail:

Name of Livestock:	Tattoo #, tag, or microchip:	Division Number:	Class:	Breed Type:	Age:	Sex:
<i>Example: Chico</i>	<i>TGAV</i>	<i>30</i>	<i>D-2</i>	<i>Pygmy</i>	<i>3</i>	<i>Wether</i>

You are expected to do herdsmanship and showmanship.

My family will help with (Please Circle) **Barn Pull Out** **Setup** **Breakdown** **Barn Put Back**

This form is due by June 24 to the 4-H Office

Poultry Guidelines

POULTRY:

GUIDELINES:

- Member must have had possession of animal(s) by May 1 and have a livestock registration form (also known as 4-H ANIMAL REGISTRATION FORM) submitted to the 4-H office.
- Each member must complete the appropriate fair entry forms, have them signed by their club leader, and submit them to the office no later than the specific deadlines which can be found on the back cover.
- Each member must submit the animal health forms required. Please review these guidelines on **page 48-49**.
- All poultry exhibitions will remain at the fair from Wednesday until Sunday at 6:00pm.
- Animals must arrive at the Livestock Tent between **2:00 – 4:00 pm on Thursday**, the second day of the fair.
- Project animals should be at the fairgrounds **between 2:00—4:00 pm on Wednesday and be vet checked**. All animals must be healthy and free from disease. Any animals found with any illness or abnormality must be taken from the fairgrounds and may not return to the fair. Proper transport cages are a must. All carrying cages must be removed from the tent by 5:00 when the fair opens to the public.
- If an animal is in distress or becomes ill during the fair, it will be evaluated by the Tent Chair, 4-H staff, and the fair veterinarian. If the animal is deemed unfit to stay at the fair, it will be sent home. This animal may not return for the rest of the fair.
- If an animal bites, the Tent Chair and 4-H Staff have the right to send that animal home. If the animal has a history of biting, the Cage/Pen/Stall Information Card should indicate this. It is also encouraged that the owner specifically takes care of that particular animal.
- All personal equipment, including chairs, supplies and food items for animals and people will be kept in a neat manner. The Livestock Tent must be neat and clean at all times.
- **For safety, only appropriate closed-toed shoes are allowed in all animal exhibit tents.**
- 4-H members **may not sell** their project animals during the fair. Animals for sale will be advertised on the central board and interested buyers can leave their contact information. **Once the fair is officially closed, the buyer can pick up the animal.**

POULTRY CARE:

- Members are responsible for providing their own care for their animals at the fairgrounds.
- Animals are expected to have clean coops and access to clean water and food at all times. 4-H members are responsible for this task. Members are expected to serve a minimum of one (1) herdsmanship duty. Herdsmanship is mandatory.

POULTRY SHOW:

- All exhibitors are to be present at time of judging.
- All decisions of the judges are final.
- Animals may be brought in for judging on the day of the show with permission from the Tent Chairperson. Please identify with your Tent Chair the time these animals should arrive for vet checks. There will be a registration form for judging only, not exhibition, at the mandatory meeting to sign up these animals.
- **All members exhibiting animals throughout the fair are required to show in a showmanship class. Ask your leader or peers for resources to help you prepare. Junior and Senior classes will be provided in each division. Cloverbuds are not required to complete showmanship, but are encouraged to do so.**

Pullorum Testing will be available in June
at the Ag building. *Date TBA

Poultry Show date– TBA at Mandatory Fair Meeting

Poultry Guidelines

DIVISION 32-POULTRY:

Classes:

A. Backyard Division

- 1)Rooster
- 2)Hen
- 3)Cockerel
- 4)Pullet

B. Purebred Bantams (mini-includes Silkie)

- 1)Rooster
- 2)Hen
- 3)Cockerel
- 4)Pullet

C. Purebred Standard (large)

- 1)Rooster
- 2)Hen
- 3)Cockerel
- 4)Pullet

D. Waterfowl (All)

- 1)Heavy Duck
- 2)Medium Duck
- 3)Light Duck
- 4)Bantam Duck
- 5)Goose

E. Other Fowl

F. Game Birds (will require State Permits)

- 1)Turkey
- 2)Guinea Hen
- 3)Pigeons

G. Graded Eggs (Opened to the Public Youth. To be displayed Thursday-Sunday)

- 1)Pullet and Bantam
- 2)Hen
- 3)Other (all fowl)

H. Hen and Chicks (Please bring hen and chicks in their own display cage suitable for their entire stay at the fair. Cage should be chick-escape-proof).

Poultry Entry Form

Exhibitor's Name:	Address/Town/Zip Code:
Grade Complete as of Sept. 2018:	Cell Phone:
Club(s):	E-Mail:

Name of Poultry:	Band or ID Number:	Class:	Age:	Sex:
<i>Example: Rocky</i>	<i>7324317260</i>	<i>D-4</i>	<i>2</i>	<i>Drake</i>

You are expected to do herdsmanship and showmanship.

My family will help with (Please Circle) **Barn Pull Out** **Setup** **Breakdown** **Barn Put Back**

This form is due by June 24 to the 4-H Office

Equine Guidelines

DIVISION 33– EQUINE:

GUIDELINES:

- Member must have had possession of animal(s) by April 1 and have a equine registration form submitted to the 4-H office.
- Each member must complete the appropriate fair entry forms, have them signed by their club leader, and submit them to the office no later than the specific deadlines which can be found on the back cover.
- Each member must submit the animal health forms required. Please review these guidelines on **page 48-49**.
- All equine exhibition will remain at the fair from Thursday until Sunday at 6:00pm.
- Project animals should be at the fairgrounds **between 12:00–4:00 pm on Thursday and be vet checked**. All animals must be healthy and free from disease. Any animals found with any illness or abnormality must be taken from the fairgrounds and may not return to the fair. Proper transport is must. All trailers must be parked on the 4-H hilltop parking lot by 5:00 when the fair opens to the public.
- If an animal is in distress or becomes ill during the fair, it will be evaluated by the Tent Chair, 4-H staff, and the fair veterinarian. If the animal is deemed unfit to stay at the fair, it will be sent home. This animal may not return for the rest of the fair.
- If an animal bites, the Tent Chair and 4-H Staff have the right to send that animal home. If the animal has a history of biting, the Cage/Pen/Stall Information Card should indicate this. It is also encouraged that the owner specifically takes care of that particular animal.
- All personal equipment, including chairs, supplies and food items for animals and people will be kept in a neat manner. The Horse Tent must be neat and clean at all times.
- **For safety, only appropriate closed-toed shoes are allowed in all animal exhibit tents. Only close toed boots are to be worn in the stalls.**
- 4-H members **may not sell** their project animals during the fair. Animals for sale will be advertised on the central board and interested buyers can leave their contact information. **Once the fair is officially closed, the buyer can pick up the animal.**

EQUINE CARE:

- No one from the public (including friends and relatives) is allowed to go into the stalls, or touch the equines from the outside of the tent.
- 4-H'ers must sleep over every night of the fair.
- Equines will be fed at the same time each morning and evening.
- Stalls should be mucked before the fair opens and should be checked on every 2 hours.
- It is required that members have their helmets on before tacking up.
- All equines are to have hay and water at all times. Members must make sure that every equine has this. If a bucket is low, it is expected that the member lets the owner/exhibitor of that equine know so they can take care of it immediately. Animals are expected to have clean stalls and access to clean water and food at all times. 4-H members are responsible for this task. Members are expected to serve a minimum of one (1) herdsmanhip duty. Herdsmanhip is mandatory.

EQUINE SHOWS:

- All exhibitors are to be present at time of showing.
- All decisions of the judges are final.
- **All members exhibiting animals throughout the fair are required to show in a showmanship class. Ask your leader or peers for resources to help you prepare. Junior and Senior classes will be provided in each division. Cloverbuds are not required to complete showmanship, but are encouraged to do so.**
- Showmanship for all disciplines will be held on Saturday.

Open English Show– Saturday, 7/27 at 8:30am
Open Gymkhana Show– Sunday, 7/28 at 8:30am

Equine Stall and Model Horse Guidelines

DIVISION 34- STALL DECORATING GUIDELINES:

GENERAL GUIDELINES:

- It is a requirement that all stall fronts be decorated by Thursday at 4:00pm. We are here to educate the public about 4-H, equine issues, safety, and all about your project animal.
- Exhibits may be taped or thumb-tacked only. No nails are allowed. Staples can be used but must be completely removed at breakdown.
- Posters should be made pre-fair and assembled on a 4' x 8' pressed wood board. This will attach directly to the stall front by zip tie. This way, posters can be taken home at the end of the fair instead of disassembling them. It is wise to cover your display in plastic to protect it from the elements.
- Objects placed on exhibit cannot protrude more than 2 inches from the stall.
- No business can be advertised on your stall.
- Please deter from adding show ribbons to your board (they can be easily stolen or blown away by the wind).
- Every stall must include:
 - Equines Name and/or Show Name
 - Breed, Color, Age
 - Height, Discipline, Fun Facts
 - A Prominent Theme or Topic
 - The 4-H Clover positioned correctly.

CLASSES:

- A. Most Creative**– be original (not store bought), have a theme, add pictures, be unique, be clear, and be legible.
- B. Most Informational**– pick 1 equine topic to focus on, information must support topic, add pictures to support the topic, be clear, and be legible.
- C. Judge's Choice Awards**– will be awarded by most effort with the correct information posted that follows all guidelines above.

DIVISION 35-MODEL HORSE SHOW:

GUIDELINES:

- Any 4-H member may exhibit, as long as they are a member in good standing.
- If you are participating in the *Outstanding Fair Participation Award* and do not own an animal to display at the fair, this can be your "Section 3" entry.
- Members may show one entry per class.
- All entries should be tagged with a leg tag that is attached to the animal with the 4-H'ers name and club. This is to ensure that the model is returned to its correct owner.
- Models that receive a 1st or 2nd place in each class will be displayed at the fair throughout the week. This also applies for Champion and Reserve Champion.
- **All classes will be offered and divided by grade. Cloverbud (grades K-3), Junior (grades 4-7), and Senior (grades 8-13)**

Classes:

- A. Gelding/stallion**
- B. Mare and foal (mare OR foal is fine too)**
- C. Under Saddle (English or Western)**
- D. Costume**
- E. Creative scene**
- F. Repaint by exhibitor**
- G. Resculpt by exhibitor**

Model Horse Show– TBA at Mandatory Fair Meeting
New to showing model horses?
No problem! Ask a fellow leader or peers, they can help!

Model Horse Entry Form

Exhibitor's Name:	Address/Town/Zip Code:
Grade Complete as of Sept. 2018:	Phone:
E-mail:	4-H Club(s)

Name of Model:	Class:	Breed:	Sex:	Maker:
<i>Example: Bravo</i>	<i>A</i>	<i>Morgan</i>	<i>G</i>	<i>Breyer</i>

My family will help with (Please Circle) **Barn Pull Out** **Setup** **Breakdown** **Barn Put Back**

This form is due by June 24 to the 4-H Office

Equine Stall Entry Form

You may request more than one stall by filling out a separate application for each animal. Equines are required to stay Thursday through Sunday.

Name: _____

Name of Club(s): _____

Grade as of September 2018: _____ Cell Phone: _____

Email Address: _____

My Project Animal is a (circle one): HORSE PONY MULE VSE

Name of Equine* (for Stall): _____

*names must match the Coggins exactly

Nickname or Stable Name: _____

Breed: _____ Age of Equine: _____ Sex: _____

Color: _____ Height: _____ Weight: _____

Does your equine have any special needs? If so, please explain:

The Set Feeding Times will be 7:30am and 5pm. Does your equine need a different feeding time? If so, please explain:

You are expected to do herdsmanship and showmanship.

My family will help with (Please Circle) Barn Pull Out Setup Breakdown Barn Put Back

This form is due by June 24 to the 4-H Office

Equine Parade of Breeds Info

Please fill out the requested information below. This will be used during the 4-H Parade of Breeds, which takes place each evening of the fair.

In 3-4 lines, please write about the history of your equine's breed:

What do you do with your equine? (ex- riding discipline, adventures, competitions, community service, etc.):

What is your favorite thing about your equine's personality:

What is your equines favorite treat:

What is a random fact about your equine? Anything else you want to share?

This form is due by June 24 to the 4-H Office



2019 Monmouth County Fair
Open English Horse Show
Sponsored by Monmouth County 4-H
Saturday, July 27 starting at 8:30am



REGULATIONS:

- Grade as of September 2018:
 - 1) Junior grade 4-8 (10-13 years old)
 - 2) Senior grade 9-13 (14-19 years old)
 - 3) Adult (ages 20 and over)
- ATSMI/SEI Helmets required by all participants when mounted.
- *4-H Only*: Horse registration and lease forms (due April 1) submitted to 4-H office
- *4-H Only*: Horse Health form and requirements (due May 20) submitted to 4-H office.
- **All participants must show printed current negative Coggins and EE.**
- One equine may only be shared between two riders.
- Show will follow State 4-H rule book. A copy will be at the Secretary table.

FEES: All entry fees must be turned in with entry form.

Pre-Entry Fee **Due July 19**: \$35.00/day (over 4 classes) or \$12.00 per class.

Day of Show: \$50.00 per day (over 4 classes) or \$15.00 per class.

Everyone is required to submit a \$5 payment for the EMT services.

GRAND AND RESERVE CHAMPIONS IN ALL DIVISIONS. NO REFUNDS.

Classes:

1. JR Showmanship**
2. SR Showmanship**
3. Introduction to Equitation on the flat (W/T)*
4. Introduction to Equitation on the flat (W/T/C)*
5. Novice/JR Equitation on the flat (W/T/C)
6. SR/Adult Equitation on the flat (W/T/C)
7. Introduction to Pleasure (W/T)*
8. Introduction to Pleasure (W/T/C)*
9. Novice/JR Pleasure (W/T/C)
10. SR/Adult Pleasure (W/T/C)
11. Introduction Cross rails*
12. Novice/JR Cross rails
13. Novice/ JR Hunter Hack
14. SR/Adult Hunter Hack
15. Novice/JR Working Hunter Over Fences
16. SR/Adult Working Hunter Over Fences
17. SR/Adult Equitation Over Fences
18. Novice/Junior/Senior/Adult Gambler's Choice (fences not to exceed 2'6") This class is not included for Championship or Reserve in any division. Introduction classes not allowed to compete in Gambler's Choice.

*Introduction classes are offered to riders who are new to showing. These introductory classes are to provide you an easy start to horse showing and will **NOT** be judged, rather the judge will provide you feedback. Please no green horses in this class. No crossovers.

** Showmanship is open to everyone. Showmanship for both English and Western disciplines will compete on this date. The 4-H Master Showmanship Qualifier will be incorporated into the showmanship class. This qualifier is open to **only** 4-H'ers who are exhibiting a horse throughout the entire fair.

Make checks to:

Monmouth County 4-H Horse Club

RETURN BY JULY 19 for pre-registration to:

Monmouth County 4-H Office
4000 Kozloski Road, PO Box 5033
Freehold, NJ 07728

**4-H is the Youth Development program of
Rutgers Cooperative
Research & Extension.**

Interested in joining a 4-H Horse Club?
Call the 4-H office
(732) 431-7260 ex 7264
for further information.

The 4-H Youth Development Program is part of Rutgers Cooperative Research & Extension. 4-H offers educational programs to all youth, grades K-13, on an grade appropriate basis, without regard to race, religion, color, national origin, gender, sexual orientation, or disability.

**INCLUDE YOUR E-MAIL AND
RECEIVE INFORMATION ABOUT
OUR OTHER OPEN SHOWS!**

VOLUNTEERS ARE ALWAYS NEEDED AT SHOWS!!

Interested in volunteering? Please write down what you can help with _____



2019 Monmouth County Fair
Open English Horse Show
Sponsored by Monmouth County 4-H
Saturday, July 27 starting at 8:30am



ENTRY FORM:

NAME _____ PHONE _____

ADDRESS _____

TOWN _____ ZIP _____

GRADE as of Sept. 2018 _____ AGE _____ 4-H MEMBER- (Please Circle One) YES NO

HORSE'S NAME _____ HEIGHT _____

BREED _____ SEX _____ AGE _____

CLASS NUMBERS:

____/____/____/____/____/____/____/____/____/____

It is agreed by the undersigned that Monmouth County Board of Chosen Freeholders, all persons in their employ, volunteer leaders, and workers representing 4-H & Rutgers University will be held harmless from any liability whatsoever resulting in the use of East Freehold Park, Freehold. Warning under New Jersey law, an equine operator is not liable for an injury to or the death of a participant in equine activities resulting from the inherent risks of equine activities. "New Jersey Tort Claims Act", J.S.59:1-et seq. By signing you agree to abide by the rules and accept risk and responsibility for yourself, your animal and your equipment. You are also agreeing to wear a ATSM/SEI approved helmet whenever mounted.

 Signature of rider Date

 Signature of parent/guardian (required) Date

Separate entry form for each horse/rider combination per show:
 (All entry fees must be turned in with entry form – no refunds!)

Pre-Entry Fee: \$12 per class
 \$35/day (over four classes)

Day of Show: \$15 per class
 \$50/day (over four classes)

MANDATORY FEE: ALL RIDERS MUST ADD \$5.00 for EMT

Number of Classes Entering: _____
Total Class Fee Amount: \$ _____
EMT Fee: + \$5.00
TOTAL AMOUNT: \$ _____

Make checks payable to: Monmouth County 4-H Horse Clubs

RETURN by **JULY 19** for pre-registration to: Monmouth County R.C.E 4-H Youth Development
 4000 Kozloski Road, PO Box 5033, Freehold, NJ 07728



**2019 Monmouth County Fair
Open Gymkhana Horse Show
Sponsored by Monmouth County 4-H
Sunday, July 28 starting at 8:30am**



REGULATIONS:

- Grade as of September 2018:
 - 1) Junior grade 4-8 (10-13 years old)
 - 2) Senior grade 9-13 (14-19 years old)
 - 3) Adult (ages 20 and over)
- ATSMI/SEI Helmets required by all participants when mounted.
- 4-H Only: Horse registration form (due April 1) submitted to 4-H office.
- 4-H Only: Horse Health form and requirements (due May 20) submitted to 4-H office.
- **All participants must show printed current negative Coggins and EE.**
- One equine may only be shared between two riders.
- Show will follow State 4-H rule book. A copy will be at the Secretary table.

FEES: All entry fees must be turned in with entry form.

Pre-Entry Fee **Due July 19**: \$35.00/day (over 4 classes) or \$12.00 per class

Day of Show: \$50.00 per day (over 4 classes) or \$15.00 per class

Everyone is required to submit a \$5 payment for the EMT services

GRAND AND RESERVE CHAMPIONS IN ALL DIVISIONS. NO REFUNDS.

Classes:

- | | |
|--------------------------|--------------------------------------|
| 1. Poles-Introductory* | 16. Cloverleaf barrels-Introductory* |
| 2. Poles-Junior | 17. Cloverleaf barrels-Junior |
| 3. Poles-Seniors | 18. Cloverleaf barrels-Senior |
| 4. Poles-Adults | 19. Cloverleaf barrels Adults |
| 5. Poles-VSE in Hand | 20. Cloverleaf barrels-VSE in hand |
| 6. Keyhole-Introductory* | 21. Flag Race-Introductory* |
| 7. Keyhole-Junior | 22. Flag Race - Junior |
| 8. Keyhole-Seniors | 23. Flag Race - Senior |
| 9. Keyhole-Adults | 24. Flag Race- Adults |
| 10. Keyhole-VSE in Hand | 25. Flag Race-VSE in Hand |
| 11. Bowtie-Introductory* | 26. Pin Drop--Introductory* |
| 12. Bowtie-Junior | 27. Pin Drop - Junior |
| 13. Bowtie-Seniors | 28. Pin Drop - Senior |
| 14. Bowtie-Adults | 29. Pin Drop-Adults |
| 15. Bowtie-VSE in Hand | 30. Pin Drop- VSE in Hand |

All VSE classes will be divided by age groups day of show if needed.

*Introduction classes are offered to riders who are new to showing. These introductory classes are to provide you a easy start to horse showing and will **NOT** be timed. Please no green horses in this class. No crossovers.

*Showmanship will **not** take place on this date. Showmanship for English and Western will take place during the Open English Show on July 28. Please see page 73 for further details.

Make checks to:

Monmouth County 4-H Horse Club

RETURN BY **JULY 19** for pre-registration

to:

Monmouth County 4-H Office
4000 Kozloski Road, PO Box 5033
Freehold, NJ 07728

4-H is the Youth Development program of Rutgers Cooperative Research & Extension.

Interested in joining a 4-H Horse Club?
Call the 4-H office
(732) 431-7260 ex 7264
for further information.

The 4-H Youth Development Program is part of Rutgers Cooperative Research & Extension. 4-H offers educational programs to all youth, grades K-13, on an grade appropriate basis, without regard to race, religion, color, national origin, gender, sexual orientation, or disability.

INCLUDE YOUR E-MAIL AND RECEIVE INFORMATION ABOUT OUR OTHER OPEN SHOWS!

VOLUNTEERS ARE ALWAYS NEEDED AT SHOWS!!

Interested in volunteering? Please write down what you can help with _____



**2019 Monmouth County Fair
Open Gymkhana Show
Sponsored by Monmouth County 4-H
Sunday, July 28 starting at 8:30am**



ENTRY FORM:

NAME _____ PHONE _____

ADDRESS _____

TOWN _____ ZIP _____

GRADE as of Sept. 2018 _____ AGE _____ 4-H MEMBER- (Please Circle One) YES NO

HORSE'S NAME _____ HEIGHT _____

BREED _____ SEX _____ AGE _____

CLASS NUMBERS:
____ / ____ / ____ / ____ / ____ / ____ / ____ / ____ / ____ / ____

It is agreed by the undersigned that Monmouth County Board of Chosen Freeholders, all persons in their employ, volunteer leaders, and workers representing 4-H & Rutgers University will be held harmless from any liability whatsoever resulting in the use of East Freehold Park, Freehold. Warning under New Jersey law, an equine operator is not liable for an injury to or the death of a participant in equine activities resulting from the inherent risks of equine activities. "New Jersey Tort Claims Act", J.S.59:1-et seq. By signing you agree to abide by the rules and accept risk and responsibility for yourself, your animal and your equipment. You are also agreeing to wear a ATSM/SEI approved helmet whenever mounted.

Signature of rider Date

Signature of parent/guardian (required) Date

Separate entry form for each horse/rider combination per show:
(All entry fees must be turned in with entry form – no refunds!)

Pre-Entry Fee: \$12 per class
\$35/day (over four classes) **Day of Show:** \$15 per class
\$50/day (over four classes)

MANDATORY FEE: ALL RIDERS MUST ADD \$5.00 for EMT

Number of Classes Entering: _____
Total Class Fee Amount: \$ _____
EMT Fee: + \$5.00
TOTAL AMOUNT: \$ _____

Make checks payable to: Monmouth County 4-H Horse Clubs

RETURN by **JULY 19** for pre-registration to: Monmouth County R.C.E 4-H Youth Development
4000 Kozloski Road, PO Box 5033, Freehold, NJ 07728

LEADER AND CLUB INFORMATION

Please review this information, for it will help you understand the procedure for entering and parking at the fair. It also provides information pertaining to club food booth shifts, dunk tank shifts, popcorn shifts, crafts/ game, and trifolds/banners.

Although it is the responsibility of the club leaders to submit these entry forms, the provided guidelines will help all 4-H families understand the process.

In this section you will find:

Club Demonstration Guidelines	Pg. 80
Craft Guidelines and Form	Pg. 94-96
Dunking Tank Guidelines and Form	Pg. 87-90
Fair Entry Pass and Parking Pass Request Form	Pg. 81-82
Food Booth Guidelines and Form	Pg. 84-86
Game Guidelines and Form	Pg. 94-95
Member/Leader ID Card Request Form	Pg. 83
Popcorn Guidelines and Form	Pg. 87– 89
Tri-Fold and Banner Guidelines and Form	Pg. 91-93

All 4-H families are asked to provide help for the 4-H set up and breakdown portion of the fair. Please review page 6 to see where you family could be of most help.

Club Demonstration

GUIDELINES FOR CLUB DEMONSTRATION:

- 1) A demonstration is a method of physically showing an audience how to do something while explaining how to do it. It features a planned presentation with one or more 4-H members teaching information related to a specific 4-H project. Demonstrations should be viewed as a way of sharing useful information to the fair guests.
- 2) A demonstration is different than a club game or club craft because no prize giveaway or take home craft is included.
- 3) Any Monmouth County 4-H Club or Advisory Group may complete a demonstration.
- 4) A demonstration can be presented by the entire club/group or selected club individuals.
- 5) A club demonstration will not be judged.
- 6) Only appropriate illustrations and/or props will be allowed.
- 7) Demonstrations are welcome in the 4-H Show Tent, in the 4-H Show Ring, or in another 4-H tent (so long as there is accurate space).
- 8) Only a limited number of entries will be accepted due to the amount of time available for presentations. The Fair Chair and Association will make the final decisions and will notify the club leader regarding the scheduled time.
- 9) Clubs are welcome to submit more than one demonstration. The Fair Chair and Association will try their best to accommodate multiple club requests.
- 10) Live animals may be used in your demonstration so long as the Animal Welfare guidelines found on **page 51** are in compliance.
- 11) Demonstrations must be safe (no sharp objects or use of glass, etc.) and must be operated at no threat to the health, safety, and welfare of adults, children, or animals.
- 12) All material used for the demonstration must be supplied by the club.
- 13) The Park System, Fair Chairs, and 4-H Staff are not responsible for any club equipment or supplies left overnight at the Fair. Overnight storage in fair tents is done at the club's own risk.
- 14) All clubs must register using the **Presentation/Demonstration Entry Form found on page 22**. Within this form, clubs have the opportunity to complete a demonstration during a specific time allotted in the 4-H Show Tent Stage, or 4-H Livestock Show Ring. Clubs who would like to complete a demonstration in a location other than the show tent or show ring must indicate this on the entry form.

Why give a club demonstration?

As part of our 4-H duty, we need to share information that we learn with the public. Our current members/volunteers understand the immediate and long-term benefit of participating in 4-H; however, it is important to host a demonstration to directly display how participating in 4-H benefits youth *and* the broader community. When the public knows why our 4-H program is important, they are more likely to help sustain the organization. Through demonstrations, fair guests will get that one-on-one connection to 4-H through the direct teaching of 4-H members. 4-H'ers will, in turn, further develop their communication and public speaking skills— two highly valuable skills to have as a professional.

Presentation/Demonstration Entry Form found on page 22.

Fair Entry Pass and Parking Pass Request

Leader Must Complete:
Only 1 request form per club needs to be submitted

Those that are eligible to get a fair entry pass include:

- A) Adult fair volunteers of a club*
- B) Judge(s) for a specific show
- C) Sponsors of a specific project

Those that are eligible to get a parking pass include:

- A) Adult fair volunteers of a club*
- B) Judge(s) for a specific show
- C) Sponsors of a specific project
- D) 4-H Teen Members with legal drivers license

*Adult Fair Volunteers: The activities for which passes can be issued include:

- Food Booth	-Popcorn
- Dunking Tank	-Overnight Chaperone
-Project Tents Assistance	- Set up & Break down Assistance

Members and Leaders do not need Fair Entry Passes, as their ID cards are their entry pass. For more information, please see page 23

Leader _____

Club _____

TOTAL # of Fair Entry Passes Requested: _____

TOTAL # of Hill Parking Passes Requested: _____

TOTAL # of Coral Parking Passes Requested: _____

**If you are in need of handicapped parking, please request a coral pass*

****Add the names of the fair volunteers, judges, sponsors, etc. to the back of this form****

This form is due by May 31 to the 4-H Office

Requests after the due date may be denied due to the fact that there is a limited number of passes available from the Parks Department.

Fair Entry Pass and Parking Pass Request

Leader Must Complete:

Only 1 request form per club needs to be submitted

Name:	Phone Number:	Date(s):	What type of pass is needed?
1)			
2)			
3)			
4)			
5)			
6)			
7)			
8)			
9)			
10)			
11)			
12)			
13)			
14)			
15)			
16)			
17)			
18)			
19)			
20)			

This form is due by May 31 to the 4-H Office

Member and Leader ID Card Request

Leader Must Complete:

Only 1 request form per club needs to be submitted

Only members registered on 4HOnline are eligible.

4-H members and leaders use their 4-H ID cards to enter the fairgrounds. These cards do not expire while members and leaders are currently active and therefore do not have to be replaced each year. **Only those who do not possess a card should be listed on this request sheet.** When distributing cards, leaders should remind members to keep cards in a secure place and to protect them with a plastic sleeve.

Leader: _____

Club: _____

NAME(S):

1)	2)
3)	4)
5)	6)
7)	8)
9)	10)
11)	12)
13)	14)
15)	16)
17)	18)
19)	20)

Photos will be taken for Leaders ID at the mandatory meeting on June 24.

This form is due by May 31 to the 4-H Office

Food Booth Guidelines

The 4-H Food Booth is the Monmouth County 4-H Association's major annual fundraiser. Proceeds support the entire county 4-H program in awards, scholarships, camp, national 4-H events, leaders' professional development, etc.

Each club member participating in the fair is expected to help during their clubs Food Booth Shift. If you cannot make the shift your club signed up for, you will help out another club during another shift. A sign up will take place at the Mandatory Fair Meeting.

GUIDELINES:

- 1) Each 4-H club and project advisory (e.g. small animal, SET, etc.) will be responsible for an entire shift. In the case of small clubs or advisories, 2 or more clubs can combine to form one group. **A minimum of 7 volunteers per shift is required.**
- 2) Members must be age 14 or up to work directly where the food is prepared. Younger members can volunteer in the area away from the large equipment and will help with chores such as corn husking, assisting with the order process, and cleaning. All volunteers reporting to the food booth will be used in some capacity.
- 3) Each club should plan ahead of time to appoint adult volunteers to be Grill Masters and Fryers for their food booth shift. These appointed adult volunteers must attend the Food Booth orientation held on **July 23 at 5pm.**
- 4) **It is highly requested that any 4-H leader or volunteer who can help before the fair to assist with grocery shopping and deliveries let the Food Booth Tent Chair know by the Mandatory meeting on June 24.**

SHIFT SUPERVISOR:

- 1) Each club should appoint an adult volunteer as the **Supervisor** for their food booth shift. This person will have the responsibility of assisting and managing the club members with various food booth tasks.
- 2) The shift supervisor will also be responsible for contacting club members should a shift be cancelled or changed. This person will also follow up with club families who are arriving late to the shift time.
- 3) The Club Supervisor differs from other adult volunteers, as they will not be cooking like the Grill Masters or Fryers. They are there to make sure members are preparing food correctly and safely.
- 3) If your club is small and needs to be combined with another club for a shift, it is the shift supervisor's responsibility to coordinate with the food booth chair to ensure a smooth operation of your designated shift.

APPROPRIATE 4-H FOOD BOOTH ATTIRE:

- 1) All food booth volunteers must wash their hands and wear gloves.
- 2) No sandals, open toe shoes, or midriffs (t-shirt must be worn). 4-H t-shirts suggested.
- 3) T-Shirts must have sleeves.
- 4) All volunteers must wear aprons.
- 5) All volunteers must have their hair pulled back.

APPROPRIATE 4-H FOOD BOOTH BEHAVIOR:

- 1) No item which could be constructed to be as offensive (e.g., photos, language) is permitted in the food booth.
- 2) No personal eating or drinking is permitted inside of the food booth. Jugs of beverages will be available at the back of the food booth for volunteers.
- 3) No alcoholic beverages can be consumed on the fairgrounds.
- 4) No smoking within 10 feet of the Food Booth Tent. This includes E-cigarettes and vapes.

Food Booth Schedule

SCHEDULING YOUR CLUB'S FOOD BOOTH SHIFT:

- 1) All clubs must first submit a Food Booth shift request before signing up for Popcorn or the Dunk Tank.
- 2) Upon submission, a shift supervisor's name is required to be noted.
- 3) The schedule for club shifts will be maintained in the 4-H Office and will be able to be viewed starting on June 24 at the Mandatory Meeting.
- 4) If your club is small and is sharing a shift with another club please indicate that on the Food Booth sign-up form.
- 5) There is a maximum of 15 people inside the Food Booth tent. Larger clubs are encouraged to offer their extra members to help out smaller clubs.
- 6) It is required that clubs arrive 15 minutes before their scheduled shift to ensure an easy shift change.**

Day:	Time:
Wednesday	4:30pm-7:00pm
Wednesday	7:00pm -9:30pm
Wednesday	9:30pm -11:30pm
Thursday	4:30pm-7:00pm
Thursday	7:00pm -9:30pm
Thursday	9:30pm -11:30pm
Friday	4:30pm-7:00pm
Friday	7:00pm -9:30pm
Friday	9:30pm -11:30pm
Saturday	10:30am-1:00pm
Saturday	1:00pm-3:00pm
Saturday	3:00pm-5:00pm
Saturday	5:00pm-7:00pm
Saturday	7:00pm-9:00pm
Saturday	9:00pm-11:30pm
Sunday	10:30am-12:30pm
Sunday	12:30pm-2:30pm
Sunday	2:30pm-4:30pm
Sunday	4:30pm-6:30pm

Food Booth Shift Request Form

Leader Must Complete:

Only 1 request form per club needs to be submitted

Club Name: _____

Leader's Name: _____

Leader's Phone*: _____

Shift Supervisor: _____

Shift Supervisor's Phone*: _____

**please write down a number that can be used to contact you the day of if need be.*

Please circle one or more below if applicable :

1) My club is small and will need to be combined with another club. Suggested club to be combined with: _____

2) My club is large and can provide _____ (amt) members to help out a smaller club.

3) My club is mostly younger members (<14 yrs. old), and will need assistance. How much help would you need? # of assistants: _____

4) My club is mostly older members (>14 yrs. old) and can provide _____ (amt) members to help out a club with younger members.

Please indicate your 1st, 2nd and 3rd choice preference that works the best for your club below. We will do the best we can to honor your request for your first choice.

****Clubs- please arrive 15 minutes before your shift to ensure an easy shift change.****

Shift Preference #1

Day _____ Time _____

Shift Preference #2

Day _____ Time _____

Shift Preference #3

Day _____ Time _____

To avoid scheduling conflicts, please list the dates/times that your club is exhibiting, showing, or performing below:

This form is due by May 31 to the 4-H Office

Clubs will receive their shift time at the Mandatory Meeting. This is where club members will sign-up for that specific shift. If a club member is unable to help at the shift their club is assigned, they will sign up to help another club.

Popcorn & Dunking Tank Guidelines

GUIDELINES FOR POPCORN AND DUNK TANK:

- 1) All clubs interested in fundraising at the fair must first submit a Food Booth Shift Form to the 4-H Office in order to sign up for popcorn or dunk tank shifts. The amount earned will be split 80% to the club and 20% to the Association. Clubs will receive a check for their earnings (80%) in September.
- 2) A leader or adult (21 & over) must be present at all times during the shift with a minimum of three 4-H'ers.
- 3) Keep area clean - drinks, refreshments, etc. should not be on the table. Personal belongings should be away from the view of the public.
- 4) Report any equipment or other problems to 4-H Staff.
- 5) An apron of \$25 in singles for start-up will be given to the club at the beginning of their shift. The leader should count the money to make sure it is the correct amount. Once the shift is complete, the leader will bring all of the money to the 4-H staff table where it will be counted and a receipt will be issued. Clubs will receive the money they earned at the start up to the new 4-H year.

SHIFT SUPERVISOR:

- 1) Each club should appoint an adult volunteer as the **Supervisor** for their shifts. This person will have the responsibility of assisting and managing the club members.
- 2) The shift supervisor will also be responsible for contacting club members should a shift be cancelled or changed. This person will also follow up with club families who are arriving late to the shift time.

POPCORN MACHINE GUIDELINES:

- 1) Please see the guidelines above and review with your club prior to operation.
- 2) Hands must be **sanitized** prior to use of popcorn machine. The person handling the money should not be the person handling popcorn.
- 3) Popcorn sellers must stay in front of the 4-H Exhibit tent. You may not go into the Show Tent or down the sides of the 4-H Exhibit tent.
- 4) The club with the last shift of the day is responsible for cleaning the machine.

DUNK TANK GUIDELINES:

- 1) Please see the guidelines above and review with your club prior to operation.
- 2) The following safety rules are specific to the Dunking Tank:
 - a. A strict age limit for sitting on the dunking stool will be followed. 4-H members must be 13 years and older to be dunked. Younger members may collect money, return balls, etc. If a club needs a volunteer to be dunked during their shift, the leader is encouraged to contact the 4-H Office for names for potential helpers.
 - b. Appropriate/4-H Attire for the 4-H Dunking Stool must be followed and includes:
 - Shoes must be worn outside of the dunking stool
 - Bathing suits will be worn in the dunking stool
 - If wearing a two piece bathing suit, a cover up must be worn
 - Remember to bring a large beach towel and dry change of clothes.
 - Silly 'dress-ups' are encouraged
 - *All others should be in proper attire - shoes and street clothes over bathing suits.
 - c. In the event of lightning or dangerous weather conditions or malfunction of the equipment, the booth will be closed by the adult supervisor.
 - d. Refill when the water level is below the window to ensure the participant's safety.

Popcorn & Dunking Tank Schedule

POPCORN AND DUNK TANK SHIFTS:

- 1) The schedule below applies to available shifts for both popcorn and dunk tank. Please list your preferences in order from 1-5 (1 being your 1st choice) on the Request Forms. Failure to provide these preferences may result in no shift being available for your club.
- 2) Once you have signed up for one food booth shift, your club may sign up for popcorn and/or dunk tank shifts.
- 3) Clubs are welcome to sign up for a popcorn shift and dunk tank shift at the same time, or clubs are welcome to do these shifts separately.
- 4) Please do not schedule your club's Food Booth shift during your club's Popcorn and Dunk Tank shifts.**
- 5) It is required that clubs arrive 15 minutes before their scheduled shift to ensure an easy shift change.**

Day:	Time:
Wednesday	4:30pm-7:00pm
Wednesday	7:00pm -9:30pm
Wednesday	9:30pm -11:30pm
Thursday	4:30pm-7:00pm
Thursday	7:00pm -9:30pm
Thursday	9:30pm -11:30pm
Friday	4:30pm-7:00pm
Friday	7:00pm -9:30pm
Friday	9:30pm -11:30pm
Saturday	11:00am-1:00pm
Saturday	1:00pm-3:00pm
Saturday	3:00pm-5:00pm
Saturday	5:00pm-7:00pm
Saturday	7:00pm-9:00pm
Saturday	9:00pm-11:30pm
Sunday	10:30am-12:30pm
Sunday	12:30pm-2:30pm
Sunday	2:30pm-4:30pm
Sunday	4:30pm-6:00pm

Popcorn Request Form

Leader Must Complete:

Only 1 request form per club needs to be submitted

Your club must be signed up for one shift in the food booth in order to fundraise at the popcorn machine.

Club Name: _____

Leader's Name: _____

Leader's Phone*: _____

Shift Supervisor: _____

Shift Supervisor's Phone*: _____

**please write down a number that can be used to contact you the day of if need be.*

Make check payable to (Club Bank Account): _____

Please indicate your 1st-5th choice preference that works the best for your club below. We will do the best we can to honor your request for your first choice.

****Clubs- please arrive 15 minutes before your shift to ensure an easy shift change.****

Shift Preference #1

Day _____ Time _____

Shift Preference #2

Day _____ Time _____

Shift Preference #3

Day _____ Time _____

Shift Preference #4

Day _____ Time _____

Shift Preference #5

Day _____ Time _____

To avoid scheduling conflicts, please list the dates/times that your club is exhibiting, showing, or performing below:

Please circle if applicable :

My club would like to complete more than one popcorn shift. # of additional shifts requesting to complete _____

This form is due by May 31 to the 4-H Office

Dunk Tank Request Form

Leader Must Complete:

Only 1 request form per club needs to be submitted

Your club must be signed up for one shift in the food booth in order to fundraise at the dunk tank.

Club Name: _____

Leader's Name: _____

Leader's Phone*: _____

Shift Supervisor: _____

Shift Supervisor's Phone*: _____

**please write down a number that can be used to contact you the day of if need be.*

Make check payable to (Club Bank Account): _____

Please indicate your 1st-5th choice preference that works the best for your club below.
We will do the best we can to honor your request for your first choice.

****Clubs- please arrive 15 minutes before your shift to ensure an easy shift change.****

Shift Preference #1

Day _____ Time _____

Shift Preference #2

Day _____ Time _____

Shift Preference #3

Day _____ Time _____

Shift Preference #4

Day _____ Time _____

Shift Preference #5

Day _____ Time _____

To avoid scheduling conflicts, please list the dates/times that your club is exhibiting, showing, or performing below:

Please circle if applicable :

My club would like to complete more than one dunk tank shift.

of additional shifts requesting to complete _____

This form is due by May 31 to the 4-H Office

Club Tri-Fold and Banner Guidelines

GUIDELINES FOR CLUB TRI-FOLD AND BANNER:

- 1) Each club/advisory can create an eye-catching promotional Tri-fold and/or Banner.
- 2) Get your club's/advisory's creative juices flowing! Invite all 4-H'ers to participate with the design and construction. Encourage individual input, new ideas, and ask what best unifies or represents the club as a whole. Adult leaders and parents can give guidance to the 4-H'ers, but the members should be the ones to participate in the construction of the banner and/or tri-fold.
- 3) If 4-H members' names are included, only include 1st name and initial of last name.
- 4) Each club/advisory may enter only one tri-fold and one banner.

CLUB TRI-FOLD:

A club Tri-fold serves as a promotional billboard for each Monmouth County 4-H club or advisory group and will be featured in the 4-H Exhibit Tent.

- 1) Each club/advisory will be assigned a space within the 4-H Exhibit Tent to hang up their tri-fold. Within your space, feel free to add a small display below your tri-fold, such as plants or props. You can also string lights around your tri-fold for a great effect!
- 2) Each Tri-fold must include the three approved emblems. These will be provided to you by the 4-H office.
- 3) Tri-Fold setup will be at **5pm on Tuesday, July 23** in the 4-H Exhibit Tent. All clubs/advisories are responsible for setup and take down of their tri-folds, leaving the area completely cleaned.
- 4) Tri-Folds must be kept intact throughout the fair. Check on them daily. If you have plants, remember to water them.
- 5) On Sunday, tri-folds must be removed by 7:00pm. The Park System, 4-H Staff, or 4-H Association will not be responsible for any items left on the fairgrounds after that time.

BANNER DESIGN:

Banners are displayed within the project specific 4-H tents during the fair. Besides the fair, banners are used to promote a club at events such as parades and expositions. Banners should include the club name, the official 4-H clover, and pictures.

- 1) A club/advisory banner is not a requirement.
- 2) The minimum banner size is 24" by 36".
- 3) Banners should be constructed out of cloth or vinyl.
- 4) There is no official banner setup time. Set up your club's/advisory's banner as a display during specific presentations, shows, or hang it throughout the entire duration of the fair.

**Club Booth/Banner registration form is due to the
4-H Office by May 31**

Club Tri-Fold and Banner Guidelines

Have fun and try to incorporate the following:

- Workmanship and originality (displays craftsmanship and creativity)
- General appearance (neatness, legibility, and clarity)
- Teamwork (involves cooperative effort of club members in its construction)
- Identification of club and project area.
- Make it unique and original!

CLUB TRI-FOLD EXAMPLE:

Tri-Folds should include:

Club name, information, date/time of meetings, recap of the year's activities, the official 4-H clover, the Monmouth County emblem, the Rutgers NJAES logo, and pictures/clip art

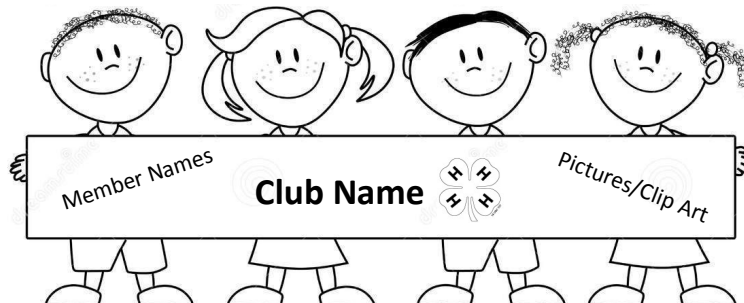


*** 4-H Clubs are responsible for obtaining their own tri-fold. The 4-H office will provide each club with a printout of the 3 required emblems. These print outs will be available by June 1.**

****Protect your board against the weather with plastic so that it will remain fresh throughout the fair and for continued use at other events. A sealed clear shower curtain works well!**

CLUB BANNER EXAMPLE:

Banners should include: Club Name and the official 4-H logo.
Banners may also include: member first names, and/or pictures.



Club Tri-Fold/Banner Registration Form

Leader Must Complete:

Only 1 request form per club needs to be submitted

TRI-FOLDS:

(Will be displayed in the 4-H Exhibit Tent)

Club Name: _____

Leader's Name: _____

Will your Tri-Fold need access to electricity? _____

Will your club have any props/plants below your tri-fold? _____

CLUB BANNER:

(Will be displayed in project specific tents)

Club Name: _____

Leader's Name: _____

What tent will you be displaying in? _____

Will your club banner be displayed in this tent throughout the entire fair?

(Please Circle) Yes No

If no, at what times will it be displayed? _____

This form is due by May 31 to the 4-H Office

Club Game and Craft Guidelines

GUIDELINES FOR CLUB GAME AND CRAFT TABLE:

- 1) Any Monmouth County 4-H Club or Advisory Group may operate a game or craft.
- 2) Only a limited number of entries will be accepted. The Fair Chair and Association will make the final decisions.
- 3) Requests to host a game or craft in any of the 4-H tents must receive approval from that specific tent chair prior to the request submitted. Only one game or craft will be approved for that tent during that specified time slot.
- 4) Each game booth or craft must be supervised by a minimum of one adult leader or parent/legal guardian and 2 club members during game operation.
- 5) Clubs may "cover" for each other and/or assist each other in their game or craft. Arrangements for covering games/crafts will be made between clubs involved, but the Fair Chair has the authority to intervene if the arrangement spreads the workers too thin.
- 6) No adult shall supervise more than one game or craft at a time
- 7) Each Club/Advisory Group will be responsible for handling their own game or craft fees. You will need your own change.
- 8) No live animals may be used in any way unless specifically approved by the 4-H Association.
- 9) Games and crafts must be safe (no sharp objects or use of glass, etc.) and must be operated at no threat to the health, safety, and welfare of adults, children, or animals.
- 10) Fair Chairs/Staff are not responsible for any club equipment or supplies left overnight at the Fair. Overnight storage in fair tents is done at the club's own risk.

CLUB GAME GUIDELINES:

- 1) All clubs must register with the **Club Game/Activity Request Form**.
- 2) Any Monmouth County 4-H Club or Advisory Group may operate a **maximum of 2** game booths for the entirety of the fair.
- 3) All material and prizes for booths must be supplied by the club. It is required by law that a club give something as a "penny prize" to anyone who takes a chance at a game booth. This can be as simple as a hand stamp.
- 4) Each booth will display a sign (on wood or sturdy paper) stating: *club name, name of game, cost to play*.
Example: "The Busy Beavers present...the 4-H Clover Toss...25¢ for three tosses!"
- 5) Clubs may not dispose of game booths in the fair dumpster.

CLUB CRAFT GUIDELINES:

- 1) All clubs must register with the **Club Craft Request Form**.
- 2) Any Monmouth County 4-H Club may operate a **maximum of 2** craft tables for the entirety of the fair.
- 3) All craft items must have some handcrafted or homemade feature, and could be a purchased item decorated or embellished by members.

Club Game Request Form

Leader Must Complete:

Only 1 request form per club needs to be submitted

Any 4-H Club or Advisory Group may operate a maximum of two (2) games for the entirety of the fair.

Club Name: _____

Leader's Name: _____

GAME #1:

Type of Game: _____

Brief Description: _____

Dates/Times the Game will be active: _____

Location (Tent) of game: _____

Amt. Charging for game: _____

Penny Prize: _____

GAME #2:

Type of Game: _____

Brief Description: _____

Dates/Times the Game will be active: _____

Location (Tent) of game: _____

Amt. Charging for game: _____

Penny Prize: _____

This form is due by May 31 to the 4-H Office

*Please Note: Clubs are asked to send a representative to the June 4-H Association meeting for this request to be approved by the Association Officers. A representative is asked to attend this meeting should the officers ask clarifying questions before approval.

Club Craft Request Form

Leader Must Complete:

Only 1 request form per club needs to be submitted

Any 4-H Club or Advisory Group may operate a maximum of two (2) crafts for the entirety of the fair.

Club Name: _____

Leader's Name: _____

CRAFT #1:

Type of Game: _____

Brief Description: _____

Dates/Times the Game will be active: _____

Location (Tent) of craft: _____

CRAFT #2:

Type of Game: _____

Brief Description: _____

Dates/Times the Game will be active: _____

Location (Tent) of craft: _____

This form is due by May 31 to the 4-H Office

*Please Note: Clubs are asked to send a representative to the June 4-H Association meeting for this request to be approved by the Association Officers. A representative is asked to attend this meeting should the officers ask clarifying questions before approval.

Special Thanks

Monmouth County Board of Chosen Freeholders

Director, Thomas A. Arnone
Deputy Director, Patrick Impreveduto
Lillian G. Burry
Gerry P. Scharfenberger, Ph.D.
Susan M. Kiley

Monmouth County Park Systems

Secretary-Director, Jim Truncer
Assistant Director, Andrew Spears
Fair Chair, Matthew Ruding
4-H Park Systems Liaison, Stephanie Hunt
4-H Park Systems Liaison, Lisa Haskell
All Monmouth County Park Rangers

Monmouth County 4-H Alumni Association

President, Frank Van Note
Internal Vice-President, Lisa Dillon
External Vice President, Isabel Shaw
Treasurer, JoAnna Tumminello
Secretary, Lynn Hoenig

Monmouth County 4-H Leaders Association

President, Robin Bruins
Internal Vice-President, Stella Almeida
External Vice-President, JoAnna Tumminello
Secretary, Gotham Boggavarapu
Treasurer, David Hill

Rutgers Cooperative Extension of Monmouth County

4-H Agent/County Extension Dept. Head, Matthew Newman
4-H Program Associate, Virginia Krzyzanowski
4-H Program Assistant, Amelia Valente
4-H Secretary, Claudia Lammers
FCHS Senior Coordinator, Rachel Tansey
FCHS Secretary, Cathy Van Benschoten
Interim Agricultural Agent, Steve Rettke
Horticulturist, Diane Larson
Agricultural Program Associate, Dennis McNamara



Thank you to all of our 4-H leaders, volunteers, and judges for your continued support to make the best better!!!



DUE DATE CALENDAR

Date:	Due to the 4-H Office:	See page # for further details
January 1	All 4-H members must be registered on 4Honline.	n/a
April 1	Horse Registration Form with photo. Horse Lease-Borrow Form if applicable.	Pg. 49 Pg. 49
May 1	Livestock Registration Form (Also known as Animal Registration Form) for all Non-Horse Animals with ID or photo. Lease/Borrow Agreement Form if applicable for all Non-Horse Animals	Pg. 48 Pg. 48-49
May 20	Horse Health Form with requirements	Pg. 49
May 31	Presentations Form SET Showcase Entry Form <u>Leader Completes</u> Club Craft Request Form Club Game Request Form Club Trifold/Banner Request Form Dunking Stool Request Form Fair Entry Pass and Parking Pass Request Form Food Booth shift request Form Members/Leaders ID Pass Request form Popcorn Stool Request Form	Pg. 22 Pg. 43 Pg. 94 Pg. 93 Pg. 89-91 Pg. 85-88 Pg. 79-80 Pg. 82-84 Pg. 81 Pg. 85-86
June 24– MANDATORY MEETING at 7pm	All SECTION 3 fair entries due Adult Release Form Cloverbud Court Form and Coloring Page RCE/4-H Exhibitor Form Youth Permission Form	Pg. 47-76 Pg. 13-14 Pg. 25-27 Pg. 10 Pg. 11-12
June 24-July 16	Record Book drop off for fair participants at the 4-H office.	n/a
July 19	Open English and Gymkhana Horse Show Entry Forms	Pg. 73-76
July 15-16	All SECTION 1 fair entries to be dropped off at the 4-H Kitchen/Classroom at the Ag Building between 8:30am-8:30pm	Pg. 29-39
July 24	All SECTION 2 fair entries to be dropped off at the 4-H Exhibit Tent at East Freehold Showgrounds between 2-4pm. <i>*Except SET entries.</i>	Pg. 41-46