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TO: 4-H Club Organizational Leaders

FROM: Larry Barker & Christine Whiting, UNH Extension, Coös County, Extension 4-H Staff

DATE: July, 2017

SUBJECT: **2017 Lancaster Fair**



The 2017 Lancaster Fair will be here before you know it. Of course, this event is one of the highlights of the 4-H year for many of our members. The dates for the 2017 Lancaster Fair are August 31-September 4. Coös and Essex County 4-H Clubs will be setting up their 4-H Hall Exhibits on Tuesday, August 29.

ALL items that will be hung on the walls/rafters will be judged Tuesday **BEFORE** they get hung. Please let your members know about this so they can bring the appropriate items to the judging tables **BEFORE** the club display is set up.

As you probably know, we no longer routinely print the **4-H Premium List**. It is available on-line - <http://tinyurl.com/4H-Lancaster-Fair> If you are unable to view online, let us know, we can print a copy if requested.

Please review the Premium List there are some changes.

On-line registration will open early July - <http://tinyurl.com/4H-Lancaster-Fair> Please be sure to submit your entries before August 10. The online entry site will close August 10. If you cannot access the website, paper entries are also DUE in the office by August 10.

Work day/night - please add to your calendar, we will be holding a work day/night on **Wednesday, August 23, starting at 4:00pm** to spruce up the 4-H grounds/facilities. What a great opportunity for your club to volunteer! Clubs must pre-register by calling the Coös County Extension 4-H Office. We need an accurate list of participants to assign jobs. ****After cleanup is done, we will have a Coös/Essex 4-H Family BBQ for those who have helped to spruce up the 4-H grounds/facilities.**

Decorating the 4-H Hall - We would like to once again decorate the rafters again in the 4-H hall. We'll be hanging up 4-H T-shirts and are soliciting as many loaner shirts as possible. They will be returned at the conclusion of the fair. Please bring them to the work night so we can get them hung. Make sure you mark your name on the shirt's tag.

We have attached some additional information which can be used to help your club prepare for the fair. In an attempt to help recruit lots of help this year, we will also be sending a list of volunteer opportunities at the fair to all registered leaders.

YEAR END REPORTS - Every 4-H member needs to submit a year-end report; **by September 30**,
Reminder - member reports are mandatory to receive fair premiums.

Enclosures: Fair Checklist for Organizational Leaders
4-H Premium List (one copy)

Club Registration Form / Volunteer Sign Up Sheet Club Sign (white)
Schedule of Events



4-H Premium List

Here are some important reminders:

- ✓ Items for the 4-H Exhibition Hall may arrive between 3:00pm and 7:30pm, Tuesday, August 30. All exhibits must be left in place until 4:00pm on Monday, Labor Day. They must be picked up between 4:00pm and 6:00pm on Monday (Hall closes promptly at 6:00pm). All exhibits must be picked up on Monday evening.
- ✓ Each club will be required to use a standardized sign for their 4-H Club. This small sign is intended to be used in addition to a larger club sign or banner which identifies your club.
- ✓ There have been a few of changes in 4-H Exhibition Hall projects and for livestock exhibits. Be sure that you carefully study the Premium List before making entries.

Passes

Five-day exhibitor's passes can be purchased at the Coös County, UNH Cooperative Extension Office ahead of the fair if you are a registered 4-H volunteer leader or exhibiting in the 4-H Exhibition Hall.

Passes can also be purchased at the 4-H Hall on **Tuesday**, the day you set-up your displays.

One free fair pass (does not include rides) and one Dairy Bar Coupon book for each 4-H livestock exhibitor will be issued in advance of the fair.

4-H Exhibition Hall

Coös County 4-H Fair Entry Blanks

Please remember, All Coös County 4-H exhibitors in the 4-H Hall are required to tag each of their individual entries with an exhibit tag. If you made your entries on-line, we will print the tags and mail them to your leader before set up day. If you did not enter online, please pick up tags at the 4-H office, or call and we will mail them to you. Please have your items tagged before you arrive at the Hall on Tuesday.

Club Exhibits --

Organized club members will display their project work as a part of a **Club Exhibit**. See the Premium List for the details.

In order to allot adequate space for everyone, we will have space for each club reserved before you arrive if you register your club online. Therefore, organizational leaders are asked to **send in the estimated number of feet of shelf space that you estimate that your club will require**. We need to hear from you by August 10, even if your members are not planning to exhibit in the 4-H Exhibition Hall. We will provide clubs with space on either the outside wall & shelf and/or the inside aisle shelves. Requests for specific exhibit locations will be entertained, but not guaranteed.

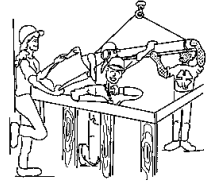
We will provide **green and white streamers** which we will ask that **your club use to separate the club exhibits**.

You are encouraged to bring shelf liner, for your clubs display. We will provide the skirting.

VOLUNTEERS NEEDED

Volunteers are needed in various capacities for the fair:

- ✓ **VOLUNTEER WORK DAY/NIGHT** Join us on **Wednesday, August 23** at 4:00pm as we dust off the cobwebs and get things set up. Call the Coös County Extension Office (788-4961) to sign-up. It promises to be fun and rewarding.
- ✓ **JUDGES.** We are searching for folks who are interested in judging items in the 4-H Exhibition Hall. Take a look at the Premium List to see the various categories/subject areas available. The judging in the 4H Hall will begin at 3:30 p.m. Tuesday, August 29 for those items that will hang on the walls or rafters and then continue 9:00 a.m. on Wednesday, August 30 for all other items. Any 4-H leader or capable adult is invited to serve as a judge.



- ✓ **4-H EXHIBITION HALL MONITORS.** Members 12 years and older, as well as parents and leaders, are encouraged to assist with the supervision of the Hall. For your watchful supervision, you will receive a free full-day fair pass. Call the office for available shifts -- 1st come, 1st serve.
- ✓ **4-H DAIRY BAR.** In case you are unaware, we operate a dairy bar at the fair to help promote dairy products and to raise funds for the Coös County and Essex County 4-H Advisory Councils.

Coös County & Essex County members will split Dairy Bar and 4H Hall duties. With many schools starting before Labor Day, we will try to be flexible with the scheduling. To sign up for a shift, simply call the office to see which shifts are available. Again, 1st come, 1st serve. We require a minimum of 2 responsible adults and 3-4 youngsters per shift -- more experienced folks are advisable during peak time slots. Daily passes provided for all Dairy Bar help.



The 4-H Dairy Bar provides non-livestock 4-H members with a great opportunity to shoulder some important responsibilities at the fair. Further, they have fun in the process!

- ✓ **HERDSMANSHIP Coordinator & Judges** We are searching for a volunteer to coordinate the 4-H herdsmanSHIP judging which takes place throughout the fair. We are also looking for volunteers to judge herdsmanSHIP during the Fair. Give us a call if you would like to volunteer or know of a suitable candidate(s).
- ✓ **SHOW PERSONNEL** - We are trying to recruit more volunteers to help with the various livestock shows (dairy, beef, sheep, swine, rabbits, goats, horse, working steer). Please give us a call if you are interested or know of someone that is.

Fair Checklist **Club Organizational Leaders**

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Did you sign your club up for the volunteer **work day/night** by calling the Extension 4-H Office (788-4961)? Wednesday, August 23, 2017.

☐

Recruit folks to help **judge** (or volunteer yourself). Call names into Extension 4-H Office (788-4961).

☐

Recruit and sign up club members & leaders for a shift as **monitor in the 4-H Exhibition Hall**.

☐

Sign up for a shift in the **4-H Dairy Bar**. (At least 2 adults & 3-4 members, more during busy times)

☐

Encourage members to submit entries online before **August 10**.

☐

Registered my Club's Hall Exhibit by August 10, online with an **estimated** number of feet of shelf **space** required -- call the office if we do not need any space.

☐

Distribute pre-printed entry **forms** & exhibit tags to members. **We ask that members attach these to projects before arrival at the fairgrounds on Tuesday.**

☐

Stop by the office to **purchase Fair passes**. These can also be purchased on Tuesday at the 4-H Hall.

☐

Study the 4-H Premium List and get ready for a great time at the Lancaster Fair.

**** NOTE**

All Entries are due online, by **August 10**.



Lancaster Fair

4-H Schedule of Events

2017



August 10 - All Entries DUE
?? - Volunteer Work

Tuesday, August 29

- Items 4-H Exhibition Hall must arrive between 3:00pm - 7:00pm
- 4-H Style Show Judging, 6:00pm, 4-H Hall

Wednesday, August 30

- 4-H Exhibition Hall judging:
 - a) Club Exhibits 8:00am
 - b) all other exhibits 9:00am

Thursday, August 31

- Fair opens to the public, 8:00am
- 4-H Dairy Bar opens, 8:00am
- 4-H Exhibition Hall open 9:00am-7:30pm
- 4-H Working Steer Show, 9:00am
- Judging of 4-H Poultry
- 4-H Horse Show, 10:00am (horse must arrive by 9:00am)
- All Livestock must arrive by noon.
- **MANDATORY 4-H LIVESTOCK EXHIBITOR'S MEETING** - At the Show Ring - behind the Livestock Office - 7:30pm

Friday, September 1

- 4-H Exhibition Hall open 9:00am-7:30pm
- Open Dairy Show
- 4-H Swine Judging, 1:00pm
- 4-H Goat Show, 6:00pm

Saturday, September 2

- 4-H Exhibition Hall open 9:00am-7:30pm
- 4-H Dairy Show, 9:00am, Livestock Ring
- 4-H Rabbit Show, 3:00pm, Rabbit Area
- 4-H Style Show, 6:00pm, Livestock Ring
- 4-H Sheep Lead Line Contest, 7:00pm, Livestock Ring

Sunday, September 3

- 4-H Exhibition Hall open 10:00am-7:30pm
- 4-H Beef Show, 9:30am
- Kow Costume Kontest, 1:30pm
- 4-H Sheep Show, 3:00pm
- 4-H Goat Trail Activity, 5:30pm, Livestock Ring
- 4-H Livestock Exhibitor's pizza party, 7:30pm

Monday, September 4

- 4-H Exhibition Hall open 9:00am-4:00pm
- 4-H Grilled Cheese Contest, 10:00am, 4-H Exhibition Hall
- Sheep Block & Trim Contest, 2:00pm, Livestock Ring
- 4-H Rabbit Hurdling Demonstration, 1:00pm, Rabbit Area
- Livestock can depart when released by Livestock Director.
- 4-H Exhibition Hall exhibits **MUST** be picked up between 4:00pm-6:00pm

4-H Club Exhibit Information

Lancaster Fair 4-H - Entries DUE - August 10
(complete all sections, please circle Yes OR No)

4-H Club Name _____ Contact Person _____

1. **Section A - Style Show**

We will have members entering the Style Show? YES NO

How Many _____ Entries & Narratives are DUE August 10 in the Coös County 4-H Office

2. **Section B1, Class 1 - Club Exhibit**

Our club will be having an exhibit in the 4-H Hall YES NO

We need approximately _____ feet of space.

We prefer (circle all that apply) wall space shelf space floor space

Please explain if you have specific needs (floor display, wall hangings, etc.).

3. **Section B2, Class 1, Team or Class 2, Individual - Action Exhibits**

YES NO How Many _____

Name of member(s) and title of exhibit _____

Table provided, we need electricity YES NO

Name of member(s) and title of exhibit _____

Table provided, we need electricity YES NO

4. **Section B3, Class 1, Team or Class 2, Individual - Stage Presentations** YES NO

Name of member(s) and title of presentation _____

Table provided, we need electricity YES NO

Name of member(s) and title of presentation _____

Table provided, we need electricity YES NO

5. **Section B4, Class 1, Team or Class 2, Individual - Educational Project Exhibit**

YES NO

Title _____ Size of Exhibit _____

Provide own table if needed. Will need electricity? YES NO

6. **Section B5, Class 1, Team or Class 2, Individual - Decorated Square Bale** YES NO

(one per club, one per independent member)

7. **Section B6, Class 1, Team or Class 2, Individual - Scarecrow** YES NO

(one per club, one per independent member)

8. **Section B7, Class 1, Team or Class 2, Individual - Combination Hay Bale/Scarecrow** YES NO

(one per club, one per independent member)

9. **Section B8, - 4H Grilled Cheese Contest** YES NO

of Teams _____



4-H at the Lancaster Fair - Volunteers Needed

We need your help for the following items. When we have names, we will call people to schedule times to help. Please return this form to the office by August 10.

Work Day/Night - Wednesday, August 23, 2017, 4:00pm.

Preparing the 4-H area of the Fair grounds: Hall, Barns, Dairy Bar - please list - Name(s), how many helpers, how would you like to help (ideas: clean hall, clean barn, paint, carpentry, build pens, etc..)

4-H Club Set-Up - Tuesday, August 29 - let us know the best time for your CLUB to set up (between 3:00 p.m. & 7:00 p.m.)

4-H CLUB Name & contact person	3:00 pm	4:00 pm	5:00 pm	6:00 pm	7:00 pm

Judges Assistants - Wednesday, August 30 - work with the judges to attach scoresheets and ribbons. (Give us an idea below, when you would be available to help)

Name	9am - 11am	11am - 1pm	1pm - 3pm

Judges - 4-H Exhibition Hall - Tuesday or Wednesday (August 29 & 30) - (let us know your area of interest - cooking, sewing, crafts, photos, etc...)

Name	Tues or Wed	area of interest 1 st choice	area of interest 2 nd choice

Monitors - 4H Exhibition Hall - indicate shift (9am-12:30pm) (12:30-4pm) (4-7:30pm)

Name / phone number / number of monitors	Wed	Thurs	Fri	Sat	Sun	Mon

4H Dairy Bar, Club Shift - indicate shift preferred, we will get back to you (1st & 2nd Choice)(morning) (afternoon) (evening)

1 st & 2 nd choice	# adults	# youth	Thursday	Friday	Saturday	Sunday	Monday
1 st							
2 nd							