



## Superintendent's Timeline

2017 Fair Dates: August 15 - 20, 2017

Fair Theme: I am a Fair Kid

### Due Dates for 2017 Fair Information:

October 1, 2016

- Exhibitor Handbook Changes (including no-change confirmation)
- Basic Maintenance Requests
- Award Requests (Ribbons, Medals, Plaques, Trophies, Certificates, Banners, etc.)
- Fair Supplies (Open Class Stall Signs, Peoples Choice Ballots, Exhibitor Tags, Coop Tags, etc.)
- Judges Requests

June 1, 2017 – Late Judge Requests

- Judge requests forms for the 2017 Fair are due no later than June 1, 2017

### Post-Fair

#### Return Unused Awards & Supplies:

- Return your **unused awards** (Ribbons, Medals, Plaques, Trophies, Certificates, Banners, etc.) and **unused fair supplies** (Stall Signs, Peoples Choice Ballots, Exhibitor Tags, Coop Tags, etc.) to the Fair Office before you leave the fairgrounds after Fair this year.
- If you shared ribbons with another department, please be sure to write down the amount and which department used them and put that information in the ribbon box you return to the fair office. This helps us to better track how many ribbons each department is using so we can give you accurate information next year regarding your previous year's use.

#### Volunteers Sign-In Sheet

- Please be sure to turn in to the Fair Office your department/division's 2017 Southwest Washington Fair Volunteers Sign In sheet(s). Whoever received courtesy admission or courtesy parking tickets **must** be on your 2017 Southwest Washington Fair Volunteers Sign In sheet(s).

#### Additional Awards Sheets – Due no later than September 1, 2017

- Please return your additional awards & sponsorship information sheet to the fair office by the end of the fair no later than September 1, 2017. This is critical information for the Department of Agriculture grant that helps to support premiums, ribbons, and awards at the fair.



**Fair Dates: August 14 – 19, 2018**

**Due Dates for 2018 Fair Information:**

October 1, 2017

- Exhibitor Handbook Changes (including no-change confirmation)
- Basic Maintenance Requests
- Award Requests (Ribbons, Medals, Plaques, Trophies, Certificates, Banners, etc.)
- Fair Supplies (Open Class Stall Signs, Peoples Choice Ballots, Exhibitor Tags, Coop Tags, etc.)
- Judges Requests

June 1, 2018 – Late Judge Requests

- Judge requests forms for the 2017 Fair are due no later than June 1, 2017