



**Theme:**

**"Touch of Country"**

# **EXHIBITOR HANDBOOK**

**2018 Online Edition**

# **OPEN CLASS**





## OPEN CLASS TABLE OF CONTENTS

WOW Award .....	.....
Department 3 .....	Youth Activities.....

## A QUICK GUIDE FOR FIRST TIME EXHIBITORS

**Q: Who can enter exhibits?**  
 A: Anyone may enter exhibits in the fair. Check each department listing for details specific for that department. Some departments are limited due to space and staffing.

**Q: What does it cost to enter?**  
 A: Entry fees vary by department; see complete listing of entry fees on page 4. Check each department listing for entry times. Fees are paid at the time of online entry using the Southwest Washington Fair online registration system (<http://southwestwashingtonfair.org/exhibits/entries/open-class-entries/>).

**Q: Can I enter exhibits in more than one department?**  
 A: An individual item can only be entered in one department and most departments limit the number of entries from any one individual. Individuals are not, however, limited to the number of departments in which they may submit entries. Each department requires an individual entry form.

**Q: How far in advance must I enter an exhibit?**

**A:** Deadlines vary for individual departments. Although livestock deadlines are throughout the summer, most non-livestock exhibit deadlines are one to seven days before the start of the fair. Refer to individual department listings. Entries are made using the Southwest Washington Fair online registration system (<http://southwestwashingtonfair.org/exhibits/entries/open-class-entries/>).

**Q: What types of prizes/awards can I win?**  
**A:** The types of awards/prizes vary by department. Although some departments give nominal cash premiums and trophies, all departments award ribbons.

**Q: How are the exhibits judged?**  
**A:** Exhibits are judged on their appearance, quality, color, and all other attributes normally associated with this type of exhibit. The judging is done by experienced judges, who are specialized in that particular field.

**Q: Whom do I call if I have questions?**  
**A:** Most department listings include the name and telephone number of the Superintendent involved in that department. They would be happy to answer your questions. If you are unable to reach them, call the Southwest Washington Fair Office at 360-740-1495.

**Q: What do I do when I bring my exhibit to the fairgrounds?**  
**A:** All exhibits should be taken to the appropriate building; at that point you will receive help from the "Department Superintendent". All buildings will be visibly marked. Prior to entry day, complete your entries using the Southwest Washington Fair online registration system (<http://southwestwashingtonfair.org/exhibits/entries/open-class-entries/>). Please bring a copy of your confirmation e-mail with you on entry day.

**Q: I would like to volunteer at the fair, who do I contact?**  
**A:** It takes hundreds of volunteers to put on a fair every year. Whether you have a specific area of interest or just want to help out any way that you can, call the Southwest Washington Fair Office at 360-740-1495. We will be delighted to match you with one of the areas that we need help in.

## 2018 SOUTHWEST WASHINGTON FAIR



**A DIVISION OF LEWIS COUNTY CENTRAL SERVICES**

## 2018 FAIR THEME

### *"Touch of Country"*

## EXHIBITOR'S HANDBOOK

The Exhibitor's Handbook is the official operational standard of the Southwest Washington Fair. You can also find it on our website at: <http://southwestwashingtonfair.org/exhibits/entries/>. Listed within are: conditions of exhibits, identification and responsible person, general fair rules and policy, and listing of awards and prizes.

## AIMS AND PURPOSES OF SOUTHWEST WASHINGTON FAIR



## AUTHORIZATION

**RCW 15.76.100 – Declaration of public interest – Allocation of state funds authorized.** It is hereby declared that it is in the public interest to hold agricultural fairs, including the exhibition of livestock and agricultural produce of all kinds, as well as related arts and manufactures; including products of the farm home and educational contest, displays, and demonstrations designed to train youth and to promote the welfare of farm people and rural living. Fairs qualifying hereunder shall be eligible for allocations from the state fair fund and for capital funding when appropriated to the department of agriculture, as provided in this chapter. [2012 c 221 § 1; 1961 c 61 § 1.]

## GENERAL RULES

The Southwest Washington Fair is the official Fair of Lewis County. It is the objective of the Fair to provide quality competition, and a diversified program. The Southwest Washington Fair encourages participation of competitive exhibits; however, when limitations of space, facilities, and time occur, priorities will be set according to: 1. Area residency, 2. Previous participation, 3. Quality and diversity of exhibit.

The management reserves the final and absolute right to alter, interpret, or change the rules and regulations as may become necessary; also to determine all matters, questions, and differences that may arise in or out of an incident at the Fair without notification to the public.

Management also reserves the right to remove any exhibitor not complying with Fair rules and policy.

NOTE: If you need special assistance with entering your projects please call the Fair Office at 360-740-1495.

## COUNTY COMMISSIONERS

Edna Fund, District #1  
Bobby Jackson, District #2

Centralia  
Chehalis

Gary Stamper, District #3

Packwood

## CENTRAL SERVICES DIRECTOR

Steve Walton, Director

## FAIR MANAGEMENT AND STAFF

Tamara Hayes, Fair & Events Manager  
Pat Slusher, Marketing Specialist  
Aimee Gerard, Customer Service Representative

## FAIR FACILITIES STAFF

Rick Brooks, Maintenance Tech I  
, Interim Event Tech/Caretaker

## FAIR DEPARTMENTS AND SUPERINTENDENTS

Agriculture	Mary Jo Christensen
Art, Junior & Senior	Barb Tippery
Bale of Hay	John Raupp
Beef	Eric Richardson
Boer Goat	Shirley Hasbrouck
Dairy Cattle	Joel Rhodes
Dairy Goats	Julie Pirtle
Floral	Nancy Palmer
4-H, Livestock	Elaine Hamrick
4-H, Small Animal	Julie Sennes
4-H, Still Life	LeAnna McMahan
4-H, Horses	Pat McLaughlin & Anne Hamilton
FFA	Lloyd Walker
Granges	John Schaefer
HASC	Jann Hayden
Hobbies & Crafts	Shirley Sharp
Home Arts	Kathleen Ament
Photography	Jim Thode
Pigeons	Mike Dooms
Poultry	Mike Dooms & Mark Dooms
Pygmy Goats	Stephanie Axelson
Sheep	Shirley Hasbrouck
Wildlife	Curtis & Jean Pannkuk

## COMMERCIAL EXHIBITORS

All commercial space is assigned by contract through the Fair Office. Contracts specify exact rules, regulations, and payment deadlines. Commercial application packets are available from the Fair Office.

## LIVESTOCK EXHIBITORS

Show rules and operations are established by each department. Fair management reminds animal exhibitors good showmanship includes public education, cooperation, and herdsmanhip. The Fair's minimum health requirements are the same as the recommended minimum health requirements by the State Veterinarian. The Fair Veterinarian will have the final say on the animal's health, ability to be shown, and fairgrounds livestock health requirements.

**NOTE: As of 2018, the Department of Agriculture no longer issues fairs a blanket permit for out-of-state exhibitor's use. As an out-of-state exhibitor or your veterinarian need to contact the Department of Agriculture for any permit number used on the certificate of veterinary inspections.** Per Department of Agriculture call 360-902-1878 M-F 8-5, after hours and weekends call 1-800-942-1035 or go to their web page at <http://fortress.agr.gov/apps/EntryPermits/>

- Identification of animals, breeds, farm, etc. is good for all.
- Cooperation with other exhibitors and superintendent.
- Good herdsmanhip creates a pleasant, safe area to view. Public hours are 10 AM to 10 PM Tuesday through Thursday, 10 AM to 11 PM Friday & Saturday, and 10 AM to 7 PM Sunday.
- Honesty and fairness are a part of showmanship. Misrepresentation of ownership, animals, or other acts to discredit or give an advantage may result in forfeiture of entry fees, prizes, and premiums or expulsion from the Southwest Washington Fair.
- Because of crowded conditions and public viewing of animals, only animals being shown are allowed on the fairgrounds.
- The use of alcohol on the Fairgrounds is prohibited. Its use may result in forfeiture of all premiums and future exhibitor status.
- No dogs allowed in the barns.

- H. Entry deadlines will be strictly adhered to. No late entries will be accepted.  
 I. No selling of animals allowed during the Fair unless prior arrangements have been made, i.e. commercial space. **NO "FOR SALE"** signs allowed on pens, stalls, or coops, etc.

Please use the form below and mail it to Southwest Washington Fair, 2555 North National Avenue, Chehalis, WA 98532.

6. No refunds or exchanges on tickets or passes.

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_

Department \_\_\_\_\_

3 one-day Exhibitor Admission Tickets 1 set **Free for Livestock Exhibitors**

Additional Single Exhibitor Admission Tickets \_\_\_\_\_ x \$5.00 = \_\_\_\_\_

1<sup>st</sup> Livestock Parking Passes **1 ONLY** x \$ 0.00 = Free

Additional 6-Day Livestock Parking Passes \_\_\_\_\_ \$15.00 = \_\_\_\_\_

Additional 3-Day Livestock Parking Passes \_\_\_\_\_ \$ 7.50 = \_\_\_\_\_

Processing Fee \$ 5.00

Total \_\_\_\_\_

Mail Tickets \_\_\_\_\_ Waiting at Guest Services Booth \_\_\_\_\_

**\*\*PAYMENT MUST ACCOMPANY FORM\*\***

**All tickets must be ordered before July 23, 2018.**

## ENTRY FEES

Entry fees are paid in the following departments:

Beef	\$15.00 per animal through 7/15 \$20.00 per animal after 7/15
Boer Goat	\$6.00 per animal stall fee
Dairy Cattle	\$10.00 per animal through 8/1 \$15.00 per animal after 8/1
Dairy Goat	\$6.00 per animal through 7/9
Hobbies & Crafts	\$1.00 per exhibit/collection
Photography	\$2.00 per entry
Pigeons	\$1.00 per bird
Poultry	\$1.00 for single entries, \$2.00 for trios
Pygmy Goats	\$7.00 per animal
Sheep	\$6.00 per animal
Sheep – Fleece	\$2.00 per fleece
Senior Art	\$2.00 per entry
Junior Art	\$1.00 per entry
Grange	\$10.00 for People's Choice Entry

- Entry fees must be paid in the Southwest Washington Fair online entry system.
- Withdrawal of exhibit after entry fees have been paid will result in loss of entry fees.
- Entry fees will only be refunded to animal exhibits with a signed statement from a veterinarian, prior to the Fair, that the animal will pose a health threat to other animals in the barn. Refunds will be mailed after the Fair.
- Disqualification from Fair Veterinarian will result in forfeiting entry fees.

## PREMIUMS

The Southwest Washington Fair will utilize a premium point system for open class, 4-H, and FFA. The amount listed after the prizes are the points awarded to that ribbon. Some departments are paid in straight point value. The total premium points are divided into the premium dollars available to determine the pay-out per point. Over the past 10 years, pay-out has been between \$0.09 and \$0.24 per point.

## EXHIBITOR NUMBER

Exhibitor numbers will be assigned by the Southwest Washington Fair online entry system.

## EXHIBITOR ADMISSION AND PARKING TICKETS (OPEN CLASS ONLY)

- Exhibitor admission tickets and parking tickets are available only to individuals who have to work with their exhibits during the Fair or are required by the Fair to be on the grounds. Exhibitor tickets are not available to individuals who have static exhibits at the fair such as Hobbies & Crafts, Home Arts, Jr. and Sr. Art, Photography, Agriculture, Baled Hay, and Grange.
- Three one-day exhibitor admission tickets will be provided to each open class livestock exhibitor at no charge. Additional tickets may be purchased depending on the number of livestock entries. Discount exhibitor tickets are available for the exhibitor only. Admission and parking tickets are on sale at the Fair Office beginning July 18th. Admission and parking tickets can also be purchased at the Guest Services booth beginning the weekend before Fair.
- Exhibitor admission tickets cannot be purchased at the Fair gates. You must have a ticket with you to pass through the gate or pay regular Fair admission.
- Exhibitor parking passes are sold on a season basis or semi-seasonal basis only. One livestock parking pass **per household** is available to each exhibitor at no charge. This parking pass is only accepted in the livestock parking area. Additional livestock parking passes can be purchased.
- FOR A FEE**, you may purchase tickets ahead of time and have them mailed to you or waiting at the Southwest Washington Fair Guest Services Booth.

## EXHIBITOR ADMISSION TICKETS (4-H AND FFA ONLY)

- 4-H and FFA exhibitor tickets are available to youth involved in those programs and who place exhibits at the Fair.
- 4-H and FFA tickets are available to 4-H and FFA exhibitors starting the weekend before the Fair at the Guest Services Booth. You must have a signed authorization slip in order to purchase tickets.
- You cannot purchase exhibitor tickets at the gate. You must have your exhibitor ticket with you to pass through the gate or pay regular Fair admission.
- 4-H and FFA Exhibitor tickets are available at \$2.00 per exhibitor per day. 4-H and FFA parents pay \$5.00 per person per day.
- There are no refunds or exchanges on any tickets.
- The Guest Services Booth will begin selling 4-H and FFA tickets the weekend before fair daily from 10 AM to 5 PM.

## CAMPING

Southwest Washington Fair has three campgrounds available for camping: **Bride Acres**, located at the west side of the fairgrounds along the railroad tracks, **Fair Meadows**, located at the north end of the fairgrounds behind the Horse Arena, and **Oak Grove**, which is at the south end of the fairgrounds. These are the only three locations where overnight camping is allowed.

### Reservations and Fees

We accept reservations on a first come, first serve basis beginning on Monday, January 8, 2018. We require the camping fee be paid on the day the space is reserved. Reservations can be made by calling the Fair Office at 360-740-1495 or in person at our office at 2555 North National Avenue, Chehalis, WA, 98532.

Monday, January 8, 2018 to Friday, June 29, 2018	
Electricity & Water	\$130.00
Without Electricity & Water	\$ 80.00
Four-Day With Utilities	\$ 86.67
Four-Day No Utilities	\$ 54.00

Monday, July 2, 2018 to FAIRTIME	
Electricity & Water	\$150.00
Without Electricity & Water	\$100.00
Four-Day With Utilities	\$100.00
Four-Day No Utilities	\$ 67.00

There may be additional camping spaces available during the Fair. Please check at the Fair Office.

**Camping Cancellations**

A \$30.00 handling fee is charged on all refunds. If a paid space is cancelled prior to June 29<sup>th</sup>, a refund may be obtained, minus the \$30.00 handling fee. We are sorry, but we are unable to refund any fees if a space is cancelled after June 29<sup>th</sup>. Refunds will be mailed within 30 days of the day of cancellation.

**Camping Regulations**

We provide space for one camping vehicle and one motor vehicle per campsite. Camping may begin Saturday prior to the Fair. Please park your camping vehicle in the corresponding space. We ask that you **not** allow anyone else to camp in your campsite. In order for us to properly patrol and protect our guests, it is important we be aware of who is in each location. If you must cancel, please notify the Fair Office.

Remember to be considerate of your neighbors while camping at the Fair. Please keep your volume down especially in the night and morning hours. The camping areas are patrolled by security and security will report any problems to the Fair Manager. A warning will be issued in this case and camping privileges may be revoked if problems persist. Camping fees are non-refundable under these circumstances.

**Water/Electric/Sewage Information**

Please Do Not run electrical cords or water hoses beyond your campsite. For the safety of all persons using our campgrounds this policy must be adhered to or camping privileges may be revoked.

The Southwest Washington Fair asks you refrain from excessive power and air conditioning use during your stay with us due to our limited electrical capacity in our camping areas. *Thank you for your cooperation.*

We have no dumping facilities on site. For the health and safety of our guests, we do not allow dumping of any kind of waste onto the ground. There are local portable waste pumping services available for your convenience.

We hope you enjoy your camping experience with us. And remember if you have concerns; please address them to the Fair Office or the Guest Services Booth.

## FAIR HOURS & ADMISSION FEES

Tuesday	10 AM – 10 PM
Wednesday	10 AM – 10 PM
Thursday	10 AM – 10 PM
Friday	10 AM – 11 PM
Saturday	10 AM – 11 PM
Sunday	10 AM – 7 PM

Admission tickets and parking passes available at the Southwest Washington Fair Office at 2555 North National Avenue, Chehalis, WA, 98532. 360-740-1495.

\*\*Admission Fees are subject to change without notification.

NOTE: If you need special assistance with entering at the Fair or have questions regarding our facility, please call the Fair Office. We are working to comply with the ADA Legislative Requirements. A limited number of wheel chairs are available. Pre-arrangements are encouraged, 360-740-1495.

## WOW AWARD

**Purpose:** To encourage the Development of Creative, Interesting, and Educational Exhibits.

**Division**

- Still Life
- Animal
- Prize - Rose
- 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup>

**All Fair Departments are eligible for this award.**

Judging for the WOW Award will be based on, but not limited to, the following areas:

Creativity	Use of Color	Signage
Education	Use of Props	Theme
Attractiveness	Exhibits	Other
Creating the Fairgoers Interest	Demonstration/Hands On/Interactive	
Cooperation among Departments at the Fair.		

---

# DEPARTMENT 3

## YOUTH ACTIVITIES

### Campfire Boys & Girls, Boy Scouts & Girl Scouts

**Prior to Entry Day, complete your online registration form at <http://southwestwashingtonfair.org/exhibits/entries/open-class-entries/> .**  
**Entry Day: Saturday, August 11, 10:00 AM – 3:00 PM**  
**Entry Location: Location to be announced, check fair office**  
**Entry Fee: none**  
**Release day & time: Monday, August 20, 10:00 AM-12:00 noon**

### GENERAL RULES

Entries are open to registered Campfire Boys & Girls and Boy & Girl Scouts. All entries must have been completed in the last year and may not have been entered in this fair before. All entries must be hand-crafted – the only exception will be those items that are decorated on, such as clothing and outfits for dolls. All artwork and those items intended for hanging must have proper hanging devices attached. Entries must be neat and clean. Items made at school are acceptable as long as there are no grades or comments on them. If there is a name visible, it must be covered. If the entry is small, fragile, or loose, it must be fastened to a stable base or mount. This is up to the individual before bringing the item to the fair on entry day. For those entries that are ceremonial gowns, if you do not want them pinned, a dress form of some kind will be accepted for display. Entries must be picked up at the above stated release time. Superintendent may limit entries due to space.

No judging will take place and no premiums will be awarded. Participation ribbons will be awarded to individuals and/or groups.

**Division Campfire Boys & Girls**

- CLASSES**
- Starflight ~ Grades K, 1, & 2
  - Adventure ~ Grades 3, 4, & 5
  - Discovery ~ Grades 6, 7, & 8
  - Horizon ~ Grades 9, 10, 11, & 12

Refer to general guidelines. Starflight may submit group projects. Displays and exhibits that would lead to an emblem will be accepted for a group or individual.

**Division: Boy Scouts**

- CLASSES**
- Cub Scouts: Grades 1 ~ 5
  - Boy Scouts: Grades 6 ~12

Refer to general guidelines. Displays and exhibits that would lead to a badge award will be accepted for a group or individual. Eagle Scout displays.

**Division: Girl Scouts**

- Classes**
- Daisy: Grade Kindergarten
  - Brownies: Grades 1, 2, 3
  - Junior: Grades 4, 5, 6
  - Cadettes: Grades 7, 8, 9
  - Seniors: Grades 10, 11, 12

Refer to general guidelines. Displays and exhibits that would lead to a pin or badge award will be accepted for a group or individual.