

Central Kansas District Ottawa County Fair Edition

4-H
News

June
2025

OTTAWA COUNTY FAIR

Soon the fun times of fair exhibits, rides, and games will be upon us. We are expecting a fantastic 2025 Ottawa County Fair. The 4-H members, parents, and exhibitors are what make our fair so special. To get prepared we have written this 2025 Ottawa County Fair Guide. **Things change from year to year, so please take the time to read about all changes, rules, and entries for the 2025 fair.**

Please read carefully, frequently, and be sure to share this information with your family and friends. A good idea is to keep this newsletter on file for future reference.

PRE-ENTRIES

Pre-entries are due online by Monday, June 16, 2025, at 11:59 p.m. Late pre-entries will be accepted until June 19th at 11:59 p.m. However, late-entered projects will not be eligible for premiums and will be penalized one ribbon drop at the fair. No entries will be accepted after June 19th at 11:59 p.m.

Please enter EVERY item that you plan to show during the entry process. This includes Fashion Revue and Showmanship classes. Members not pre-entered into showmanship will not be able to add at the fair.

An online version of the fair paper is available on the CKD website. To view the paper or the green fair newsletter, visit <http://www.centrankansas.k-state.edu/4-h> under county fairs. Additional copies of the green newsletter will be available at the Minneapolis Extension Office. Fair papers can be printed upon request. Stop by any time. We'd love to visit with you!

FAIR THEME

“Stayin’ Alive in 2025!”



2025 Ottawa County 4-H Judging Schedule

Fair Theme: Stayin' Alive in 2025

4-H=4-H Building CH=Courthouse Meeting Room LA=Livestock Arena

MJSHS=Minneapolis Jr/Sr High School RA=Rodeo Arena

Thursday, June 19

11:59 pm Pre-Entry Deadline

Friday, July 11

7:00 pm Fairground Cleanup

Monday, July 14

8:30 am 4-H Foods/Foods Preservation judging (CH)

1:30 pm 4-H Visual Arts judging (CH)

Tuesday, July 15

8:00 – 11:00 am 4-H/FFA and Open Class Livestock entered

8:00 am – 12:00 pm 4-H/FFA Divisions (building exhibits) entered

10:00 – 11:00 am 4-H/FFA Horses entered

11:00 – 12:00 pm 4-H/FFA/Open Class Rabbits & Poultry entered

12:00 pm Mandatory Exhibitor Meeting (LA)

12:30 pm Cloverbud show & share sign up with session at 1:00 pm (4-H)

1:00 pm 4-H Posters/Pets/Notebooks/Booths/Banners/Communications/Interior Design &

Architecture/

Civic Engagement/Leadership/Reading

Adventures/Self-Determined/Veterinary

Science/Family Studies/Health &

Wellness/Shooting Sports (4-H)

1:00 pm 4-H Woodworking judging (4-H)

1:00 pm 4-H Photography judging (CH)

1:15 pm 4-H/FFA & Open Class

Agronomy/Entomology Forestry/Horticulture & Landscape Design/ Environmental

Science/Geology/Wildlife judging (4-H)

2:00 pm 4-H/FFA Ag Mechanics Welding judging (4-H)

2:30 pm 4-H Aerospace/Rocketry/Astronomy/Building

Block Engineering/Computer Science/Electric

& Renewable Energy/Robotics/Small

Engines/UAS judging (4-H)

Wednesday, July 16

8:00 am 4-H/FFA Swine Show (followed by Sheep, Meat Goat, Dairy Goat, & Dairy Cattle (LA) 4-H/FFA show first, followed by Open Class

1:00 pm 4-H/FFA Rabbit & Poultry judging

4-H/FFA show first, followed by Open Class

5:30 pm Bucket Calf show (LA)

4-H/FFA Beef Show, Breeding heifers, Market steers (LA)

4-H/FFA show first, followed by Open Class

6:00 pm Open Class Baking Contest (4-Her's eligible to enter)

Thursday, July 17

8:00 am 4-H Horse Show (Classes 1-38)

11:00 am 4-H/FFA Projects & Livestock Intent to Sell Forms DUE ONLINE

1:00 pm 4-H Sewing & Textile Design/Shopping in Style/Fiber Arts judging (MJSHS)

1:30 pm Fashion Revue judging (HJSHS)

7:00 pm 4-H Horse Show (Classes 33-53) (RA)

Friday, July 18

9:00 am 4-H/FFA Round Robin (LA)

2:00 pm 4-H Ag Olympics (LA)

5:00 pm Preview of Silent Auction Items (4-H)

5:30 pm Public Fashion Revue/Shooting Sports Awards/4-H/FFA Awards Ceremony/Farm

Bureau photo contest winners announced (LA)

6:00 pm 4-H Silent Auction (Silent Auction ends 30 minutes after the Premium Auction) (4-H)

7:00 pm 4-H/FFA Premium Auction and Project Auction (LA) Midnight Livestock Exhibits Released

Saturday, July 19

8:00 am Fair Clean-Up and release of building exhibits

Saturday, July 26

8:30 am 4-H Dog Show – Salina – Saline County Livestock & Expo Center (Ag Hall & 4-H Building)

Sunday, July 27

1:30 pm 4-H Performing Arts – Salina – First Christian Church, 2727 E. Crawford

Thursday, July 31

11:00 am 4-H CO2 Car judging – Salina – 4-H Building

Friday, August 1

1:00 pm CO2 Car Races – Salina – 4-H Building

GENERAL



INFORMATION

FAIR ENTRY SYSTEM

Get ready to showcase your amazing 4-H projects at the fair! This year, we are continuing with our entry system called Fair Entry to make submitting your entries easier than ever. If you are a new member, please get yourself familiar with the system in advance so you can reach out with any questions!

What is Fair Entry?

Fair Entry is a website where you can register all your project work for the fair. It's like a one-stop shop for everything from your prize-winning pig to your delicious cookies!

Why use Fair Entry?

- **Save Time:** No more filling out paper forms! Fair Entry allows you to enter everything online, at your own pace.
- **Easy to Use:** The website is designed to be user-friendly, so even first-time exhibitors can navigate it with ease.
- **Track Your Entries:** Fair Entry lets you keep track of your submissions all in one place.

How to Get Started with Fair Entry

1. Head over to the Ottawa County Fair page <https://tinyurl.com/4s9smxd9>
2. The fair schedule, fair paper, step by step instructions, and Fair Entry link will be found on the fair website. (You'll want the fair paper handy when completing pre-entries.)
3. Be sure to read the pre-entry instruction guide first.

Get ready to shine at the fair! With Fair Entry, showcasing your hard work is just a few clicks away.

Don't forget, pre-entry due date is June 16 at 11:59 p.m.

EXHIBIT CARDS

Your entry cards will be printed out at the Extension office and will be available for pick up at the Minneapolis office starting on July 2nd. Please be sure to pick up all your entry cards by no later than July 11th. Note that the courthouse is open Monday – Friday from 8:00 a.m.-5:00 p.m. The Extension office is closed over the lunch hour so they can still be picked up outside the Extension office door during this time. Please complete the sign-out sheet when you pick up your cards. The building will be closed on July 4.

4-H BUILDING ENTRIES AT THE FAIR

Remember, your entry cards will be scanned when you bring them to the fair on Tuesday morning from 8:00 a.m. – Noon. When you arrive Tuesday morning, please bring all entries to the front of the 4-H building to be scanned. Once scanned in, you will take items to their respective project areas.

If you forget an entry card at home, a new one **WILL NOT** be printed for you. We will have set up a table with supplies near check-in where you can attach your entry card to your project. We kindly ask that your cards are securely attached to your projects before checking them in.

Exceptions:

Foods and Visual Arts – Your entries will be scanned in when you arrive for judging on Monday.

Photography – Your entries will be scanned in when you arrive for judging on Tuesday.

Animal Science/Livestock – We will already have your entry cards.

FAIR CLEAN UP

The work ethic and teamwork our 4-H members and families showed last year was outstanding. Our 4-H members, Ottawa County Fair Board members, and supporters have worked hard to update the facilities. On Friday, July 11 at 7:00 p.m. - all 4-H members are expected to be in attendance! Please bring buckets, cleaning cloths, paper towels, glass cleaner, rakes, mowers, large brooms, wheelbarrows, hammers and pitchforks. We need a lot of equipment, but even more we need your help! We will also need to clean up the wash racks, clean old leaves out, etc. and install light bulbs in the livestock buildings.

OTTAWA COUNTY TRASHCAN PAINTING CONTEST

Help keep the fairgrounds clean by painting a trash can! Trash cans will be evaluated based on creativity, tidiness, and overall appearance. You can collect up to 2 trash cans from the swine barn at the Ottawa County Fairgrounds. Ensure your trash cans are painted before Tuesday, July 15th, as judging will take place on that day. Return the painted cans to the stage by 9:00 a.m. This project is a club effort, and the club will provide the paint. Prize money will be \$50, \$30, and \$20 for the top three placings, and remember to include "2025" on the trashcan. Sponsored by the Ottawa County Fair Board.



MANDATORY EXHIBITOR MEETING

All exhibitors are expected to attend the mandatory Ottawa County Fair Exhibitor Meeting on Tuesday, July 15th, at noon in the livestock arena. This meeting is essential to ensure you're informed of important updates, including rule changes, key dates, and fair policies. Your attendance is crucial to a smooth and successful fair experience.

FAIR PAPER CHANGES

Each year, the fair paper is updated to reflect changes in rules and competition organization that are more in line with Kansas 4-H policy and Kansas State Fair guidelines. **Please read it carefully to make sure you pre-enter your exhibits correctly.** Some classes offered at the Ottawa County Fair are not offered at the Kansas State Fair. Be sure to look over the fair paper to see which exhibits are "County Only" or State Fair eligible. As you review items, if you find any broken links, please let one of the Extension Offices know and we will get it fixed.

4-H PREMIUM MONEY

Premium money is not paid out at the fair. Club leaders will be notified of check availability and delivery after the fair.

LIVESTOCK OPEN CLASS PREMIUM MONEY

Open class livestock premium money will be available and released on Thursday, July 17th, at 1 pm and can be picked up at the fair office.

PHOTOS SUBMISSIONS & BACKDROP

Did you win at the Ottawa County Fair? Do you have a photo you like that you want to share? Want to show off your project? We want to see all your photos from the 2025 Ottawa County Fair. Submit them using the QR codes you will see around the grounds during fair week. We also have a great photo backdrop that was made possible by contributions from all of the Ottawa County 4-H Clubs. Central Kansas District Agents/Interns will be taking photos.

AG OLYMPICS

Ag Olympics will be held on Friday, July 18. Registration is at 1:45 p.m.; the Olympics begin at 2:00 p.m. Each 4-H club is responsible for and in charge of an event. No early registration is required, and no limit on the number of teams.

4-H SPIRIT AWARD

The Central Kansas District 4-H Council will again be sponsoring the 4-H Spirit Award. There will be a location at the fair where you can pick up a nomination form and submit it for individuals (youth and adults) you have seen:

- Make a positive impact on the fair and/or 4-H members.
- Gone above and beyond to help with 4-H activities or aid 4-H members.
- Demonstrated a positive attitude and forward thinking during the county fair.
- Provide us with details and information thru the Spirit Award Nomination Form.

The 4-H SPIRIT AWARD will be given to the individual(s) who fulfill(s) these characteristics. These nominations will be due no later than 9 a.m. on Friday during the County Fair. They may be given to Paula at the fair office or put in the nomination box in the 4-H building.

CLEAN UP DURING THE FAIR

FFA- 4-H building and Ag Hall (includes dusting display areas and sweeping floors).

Livewires – Small tent area, rabbit and poultry barn, and area west of the ball field dugouts, including the large water tent.

Pleasant Valley - Livestock and horse barn areas.

Woodsdale - Arena area between the roads on the south, east, and west sides and up to the stage in front of the 4-H building.

Solomon Valley - Rodeo arena, south of the circle drive, and west of the small baseball diamond and parking lot.

Cleanup should be done by 8:30 a.m. on Wednesday, Thursday, and Friday. Take plastic bags with trash out of the box or barrel, throw in the nearest dumpster, and put a new bag in the box or barrel. Also, pick up all trash on the ground in your assigned area. Trash bags are available in the fair office.



4-H BUILDING EXHIBIT INFORMATION

ENTERING EXHIBITS

All Building Exhibits must be in place by noon on Tuesday, July 15, unless otherwise noted. Extremely special requests or considerations regarding 4-H fair entries

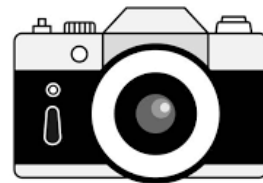
WHEAT VARIETY PLOT PROJECT



If you would like to plant a 4-H wheat variety plot this fall, you need to call our office by Tuesday, July 15. You will get signs and seed of five varieties.

PHOTOGRAPHY JUDGING

Don't forget to bring your photos and entry cards with you. Superintendents will take ALL photos to the fairgrounds after judging. Plastic sleeves will be used after judging to protect your photos. These will be at the judging site. (You will purchase them at the Extension office when you purchase your photo mounts before the fair.)



FOODS & NUTRITION JUDGING

Read fair rules in fair paper very carefully.

Check the fair paper for club schedules. Have entry cards and entries ready for judging. Bring recipes (and sugar calculations if appropriate.)

If you need food ideas, check with the Minneapolis Extension office for a listing of food suggestions that can be entered by 4-H members in your age division.

Important Fair Update: No Perishable Entries Accepted

To ensure the health and safety of all fair participants and visitors, we will no longer be accepting *perishable* food items as fair entries. This change aligns with current food safety guidelines and helps us maintain a safe environment for all. We appreciate your understanding and encourage you to continue showcasing your talents with non-perishable food items and other creative entries!

Perishable foods are items that must be kept hot or cold — like dairy products, fresh meats, cream pies, or anything with fresh fruit or uncooked eggs. *Non-perishable foods* are shelf-stable and safe to display at room temperature—like cookies, breads, jams, canned goods, or dried foods.

NOTES FOR FOODS AND NUTRITION FAIR ENTRIES

- Muffins may be in paper liners or not.
- Cookies - A molded cookie is formed with hands into balls or other shapes. Cookies may be flattened with a fork, cookie stamp, or the bottom of the glass.
- A rolled cookie is rolled out with a rolling pin and cut into shapes with a cookie cutter or knife.

RECOMMENDED FROSTING FOR FAIRS

Confectioner's sugar frosting with vegetable shortening is a great choice for fair exhibits. (It is considered a non-perishable frosting.) It's also known as Baker's or pastry frosting.

Baker's Frosting

½ cup soft shortening (such as Crisco)
1 pound (4 cups) sifted confectioner's sugar
(powdered sugar)
1 teaspoon vanilla
3 Tablespoons milk

Blend together the soft shortening and sugar. Add the vanilla and milk and stir until smooth. Makes about 2½ cups frosting; for 2-8" pans or one 9 x 13 pan, or 16 cupcakes. If frosting seems stiff, set the bowl in warm water for a few minutes to soften.

FREEZING FOODS FOR THE FAIR

Freeze cookies, breads, and cakes for the county fair! They'll stay competition-worthy and save you time and stress. Here are some tips:

- Cool baked goods completely before freezing to prevent condensation and ice crystals.
- Choose moisture-vapor resistant packaging like freezer bags, aluminum foil, or rigid containers.
- Separate layers of cookies with wax paper or parchment paper.
- For frosted cakes or breads, freeze unfrosted and frost after thawing.
- Freeze pie crusts for later! Whole pies can become soggy, so freeze the crust alone.
- Thaw frozen goods in the freezer packaging at room temperature overnight. Repackage to comply with fair rules.

SEWING & TEXTILE DESIGN, FIBER ARTS, FASHION REVUE JUDGING

Sewing & Textile and Fiber Arts entries will be judged at 1:00 p.m. on Thursday, July 17, in the Minneapolis Jr./Sr. High School Auditorium area. Fashion Revue Judging (shopping in style and constructed garment revue), will begin at 1:30 p.m., July 17 at the same location.

4-H Garments:

Entry: Tuesday, July 15th (8:00 a.m. – Noon) at 4-H Building (in clear plastic bag)

Judging: Thursday, July 17 pick-up entries and take them to Minneapolis Jr./Sr. High School Auditorium area (return garments to 4-H Building after judging for ribbon placement.)

FASHION REVUE – SHOPPING IN STYLE

Entries will be judged on Thursday, July 17 at 1:30 p.m. at the Minneapolis High School Auditorium.

4-H Garments:

Entry: Tuesday, July 15 (8:00 a.m. – Noon) at 4-H Building (in clear plastic bag)

Judging: Thursday, July 17 pick-up entries and take them to Minneapolis Jr/Sr. High School Auditorium area (return garments to 4-H Building after judging for ribbon placement.)

A color photo of the 4-H member wearing their fashion revue project must be included in their paperwork on judging day.

Prep for Fashion Revue: Practice answering these judges' questions beforehand!

- + How much did your outfit cost?
- + Where will you wear the outfit?
- + What is the fiber content?
- + Why did you choose this (fabric, pattern, color, etc.)?
- + How does it fit into your wardrobe plan?
- + What is the cost per wear for the outfit?
- + What new things did you learn in the project? (choosing fabric, accessories, putting in zipper)
- + What did you like most about the project?
- + Where did you get help? (Leader, Mom, magazines, visits to stores)
- + How did you feel your project could be improved?
- + What would you do differently next time?

PUBLIC FASHION REVUE – New start time!

Date: Friday, July 18 (5:30 p.m)

Line-up: 5:15 p.m. (south side of covered arena.)

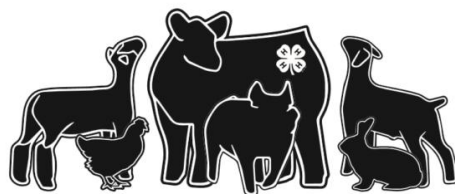
Script: Email script for your outfit to meliss89@ksu.edu by July 11 at 5 p.m.

An informational handout about how to draft your script will be sent out with judging schedules in early July.

SILENT AUCTION

Only purple ribbon projects (no animals) are allowed to sell at the silent auction. **You will need to go ONLINE and fill out an “Intent to Sell” form by 11:00 a.m. Thursday, July 17.** We will deduct the \$4.00 fee from your sale check. Items should be on display at 5:00 p.m. on Friday to allow time for buyers to preview. The silent auction will begin at 6:00 p.m. and last until 30 minutes after the livestock sale on Friday evening, July 18. Only one project per member may be sold. Any non-perishable food item sold at the live/silent auction should be made fresh and delivered at an agreed-upon time with the buyer.





LIVESTOCK/ANIMAL SCIENCE INFORMATION

NO FIT SHOWS

Please remember that the livestock shows are no fit shows. “No-fit” is defined as using no adhesive glue, paint, or powder products. Using combs, blow dryers, and clippers is allowed.



ATTENTION DOG SHOW EXHIBITORS

The 2025 County Fair Dog Show will be held on Saturday, July 26. In order to make sure we have what we need ready for the contests that day, we ask that everyone register online for this show. This year you will enter for the dog show just like all the other projects, through Fair Entry online. Please go to <http://www.centrankansas.ksu.edu/4-h> under county fairs, Ottawa County Fair.

FAIRGROUNDS UPDATES

Year after year, the Ottawa County Fair Board has continued to enhance the fairground facilities and amenities to better our fair and the experience of our exhibitors.

If you see a Fair Board member, fair sponsor, or 4-H Fund Drive Donor, give them a hearty handshake and thank them for their support.



CLEAN UP DURING THE FAIR

FFA- 4-H building and Ag Hall (includes dusting display areas and sweeping floors).

Livewires – Small tent area, rabbit and poultry barn, and area west of the ball field dugouts, including the large water tent.

Pleasant Valley - Livestock and horse barn areas.

Woodsdale - Arena area between the roads on the south, east, and west sides and up to the stage in front of the 4-H building.

Solomon Valley - Rodeo arena, south of the circle drive, and west of the small baseball diamond and parking lot.

Cleanup should be done by 8:30 a.m. on Wednesday, Thursday, and Friday. Take plastic bags with trash out of the box or barrel, throw in the nearest dumpster, and put a new bag in the box or barrel. Also, pick up all trash on the ground in your assigned area. Trash bags are available in the fair office.

LIVESTOCK INSURANCE

As a reminder, if you are taking livestock to the fair, you should have either purchased or opted out of livestock insurance during pre-entries. Insurance cannot be added at the fair.

SWINE BARN

There will be no wood chips or shavings allowed in the swine barn this year. If you'd like to use a rubber mat, you will need to bring your own.

MARKET ANIMALS

All 4-H members showing market animals need to plan on taking them home after the fair. No buyer or floor bids will be set on any animal.

Intent to sell forms will be available on the Central Kansas District website and need to be done ONLINE by 11:00 a.m. on Thursday, July 17!



ROUND ROBIN SHOWMANSHIP

The Round Robin Showmanship will begin at 9:00 a.m. on Friday, July 18. All Round Robin competitors will meet ringside for a meeting at 8:30 a.m. As a reminder, the top two showmen in both Junior Division (7-13 years old) and Senior Division (14 years and older) in each livestock show are eligible to compete in the Round Robin Showmanship Contest. However, exhibitors may only qualify in one species. So, if an exhibitor places first in Swine Senior Showmanship and first in Cattle Senior Showmanship, they must choose which species they will represent in the Round Robin Showmanship. Junior and Intermediate Horse Showman will compete in a final round to determine who will qualify as the Int./Jr. showman and compete in Round Robin.

Superintendents are required to secure an adequate number of animals for the contest in their division.

RATE OF GAIN CONTEST

Market Sheep, Market Goats, and Market Beef exhibitors who attended their specie weigh-in have the opportunity to compete in the Rate of Gain Contest. Starting weights begin at the official CKD tagging/weigh-in, and ending weights are recorded at the fair weigh-in.

To be eligible, be sure to pre-enter in the Rate of Gain class within your species.

SATURDAY MORNING CLEAN UP

Family representation is required on Saturday at 7:30 AM for post-fair cleanup for all livestock exhibitors. Attendance will be recorded by the Fairboard and Superintendents to ensure that cleaning has been completed in both individual stalling areas and community-used areas. If exhibitor families fail to participate in post-fair duties or do not follow release procedures, they may be subject to having all premiums withheld and/or being suspended from future premium auctions.

CLEAN UP AFTER THE FAIR

Livestock exhibits will be released at according to Fairboard release schedule on Friday evening, July 18th. No exceptions. A staggered release schedule will begin at 9 p.m. on Friday, organized by the Fairboard and Superintendents based on 4-H Club/FFA Members and species. Access for loadout will also be determined by the Fairboard and Superintendents. Exhibitors must prepare and stage their tack and supplies before trucks and trailers enter the loading areas to minimize loading time. All trucks and trailers must remain south of the wooden fence in the

Horse Arena area until their designated release times. Departures from the loading areas during the release period will require authorization from the Fairboard and Superintendents. Please be mindful that the fair is still open to the public at this time. I encourage you to be extra cautious of the public's safety when loading livestock and equipment during this time. You need to clean livestock pens/cages very well. Rabbits and poultry members will need to bring a brush, soap, and bucket to clean their cages. A hose with a nozzle helps to rinse them off. **If a pen or cage is left uncleaned, the fair board will withhold premium and sale money due to the 4-H member until the problem has been corrected.**

LIVESTOCK PREMIUM AUCTION POLICY

If you missed the rule change last year, be aware that livestock that have been sold through the Ottawa County Fair and Tri-Rivers Fair Livestock Sales are now eligible to show at the Kansas State Fair and Kansas Junior Livestock Show, as long as they have not changed ownership. Please feel free to give the Extension Office a call if you have any questions.

PROJECT AND LIVESTOCK SALE

The 4-H and FFA Sale will be held Friday, July 18, beginning at 7:00 p.m. **You will need to get your "Intent to Sell" form completed ONLINE by 11:00 a.m., Thursday, July 17, if you plan to sell market animals or a grand champion or reserve grand champion project at the sale.** We will deduct the \$4.00 fee from your sale check. If a 4-H member shows up at the sale with a project or animal to sell that was not listed, the project or animal will not be allowed to be sold.

Please remember that white ribbon market animals are not sold. Prospect animals are also not eligible to sell. No blue, red or white ribbon building projects will be eligible to sell. Only Grand Champion and Reserve Grand Champion building projects sell.

If you choose to sell produce, flowers or a non-perishable food, you should plan to provide a fresh item that has not been on display. If you are selling a food item such as a pie or cake, please give the buyer a gift certificate and arrange for a delivery time on another day. Be certain that you follow up with the item after the fair.

The premium auction sale will begin with projects, followed by sheep, goats, steers, and hogs. When you invite buyers to come to the fair, be sure you tell them about the sale order. Sale bills & add-on slips will be available at the ring prior to the auction.

BY-BIDDING AT THE PREMIUM AUCTION

This is a reminder that there is no by-bidding allowed at the Ottawa County Fair 4-H Premium Sale. By-bidding is defined as the practice of a person or persons bidding at the auction on behalf of the owner in order to run up the price and/or for the purpose of misleading other persons who are bidding in good faith. If it is determined that this practice has taken place, the animal or project will be disqualified from the sale and the premium forfeited.

ABSENTEE PREMIUM SALE BUYERS

Due to the quick turnaround of the premium payouts to clubs after the fair, it is VERY important that we be able to contact any absentee buyers in a timely manner. If you are familiar with your

absentee buyer, we ask that you provide the contact information (phone, fax, and email) to the sale clerk. **If payment from absentee buyers & add-ons is not received by the day of payout, the member will not receive their 4-H sale premium check. Once payment is received, the check will be available to the member.**

PREMIUM SALE ADD-ONS

There are multiple ways for buyers to add on to an animal during the sale.

1. All previous buyers will be provided with an 'add-on slip' in their buyer letter that they receive prior to the auction. If they would like to make an add-on contribution to a member's project, they may fill out that slip, stating how much they would like to add on and for which exhibitor. They can return it to the extension office either before the fair or to the livestock agent prior to the Premium Sale.
2. Add-on slips will be provided at the sale along with the sale bill. Buyers may fill it out then and return it to Justine Johns before the sale begins.
3. Additional add-ons may be made in person by visiting the fair office after the sale.

All buyers who turn in the add-on slips before the start of the Premium Sale, 7:00 pm, will be announced at the conclusion of the sale. Only buyer names will be announced.

4-H SALE CHECKS

Due to the switch to fair entry, checks will be printed for each exhibitor and delivered to your club treasurer. Club leaders will be responsible for the dispersal of the checks to each exhibitor.

SAY "THANK YOU"

Remember to say "Thank You" to all project buyers after the fair. It's the best way to ensure their support for another year. Written notes to buyers are always appropriate and are appreciated by the buyers. Each buyer will be given a ribbon by the 4-H member immediately after the sale of the 4-H project. Why not add a plate of cookies for them as a thank you?

AWARD & TROPHY THANK YOU LETTERS

Many of the awards, trophies, and gift certificates are provided by the Ottawa County 4-H Foundation, established memorials, and a number of individuals, families, and businesses. If you receive an award or trophy at the fair, you will be REQUIRED to turn in a handwritten thank-you letter before you receive it. After your show, you will be given an envelope, a blank thank-you note, and the name and address of your sponsor. Each exhibitor will be required to write a handwritten thank you, address the envelope to the award sponsor, provide a postal stamp for the envelope, and return it to your Livestock Agent (Justine Johns).

You will NOT receive your award until the thank-you note has been completed and turned in. In addition, if you know who your sponsor is and see them around the fair, it is highly encouraged that you shake their hand and thank them in person as well.

GRIEVANCE COMMITTEE FOR THE 4-H DIVISIONS AT THE FAIR

We have a committee for 4-H to take grievances throughout the year. This same committee will take grievances from the county fair. Disputes should first be brought to the attention of the appropriate 4-H division superintendent and Extension staff. After receiving a decision from the department superintendent or staff member, any further dispute must be made in writing (within 2-3 hours of the decision by 4-H division superintendent or staff member), using the form

available online. A hard copy can also be obtained from the 4-H division superintendent or Extension staff. To receive a ruling from the grievance committee, the dispute form must be accompanied by a \$50 fee (cash, personal check, or money order made payable to "4-H Council"). The fee will be forfeited if enough information is not provided to the grievance committee to be able to make an informed decision. The grievance committee will review the complaint and will get back with the individual named on the complaint form as soon as possible via email.

DATES TO REMEMBER

June

- 15 2024 Small Animal Livestock Nomination form to show at State Fair & KJLS deadline.
- 16 **Ottawa County Fair 4-H Pre-entries due ONLINE by June 16 at 11:59 p.m.**
- 19 **Ottawa County Fair 4-H Late-entries due ONLINE by June 19 at 11:59 p.m.**

July

- 11 Fairground clean up - 7:00 p.m.
- 15 Mandatory Exhibitor Meeting 12:00 p.m. in the Arena
- 15 **Kansas State Fair Livestock Entry Deadline:** Market Steers, Market Heifers, Commercial Heifers, Registered Breeding Heifers, Market Lambs, Commercial Ewes, Registered Breeding Ewes, Market Hogs, Pedigreed Breeding Gilts, Commercial Breeding Gilts, Market Does, and Commercial Does

15-19 OTTAWA COUNTY FAIR

- 19 Fair cleanup and fair building entries released at 8:00 a.m.
- 26 4-H Dog Show at 8:30 a.m. at the Saline Co. Expo Center, Ag Hall, and 4-H Building

August

- 1 **State Fair Horse Entry Sign-up Deadline** (due online through KSF ShoWorks)
- 15 **Kansas Junior Livestock Show Entry Deadline:** Market Steers, Commercial Heifers, Registered Breeding Heifers, Market Lambs, Commercial Ewes, Registered Breeding Ewes, Market Hogs, Pedigreed Breeding Gilts, Market Does, and Commercial Does
- 29 Friday (**date & time subject to change**) State Fair exhibits are due in the extension office (except foods, agronomy, and crop entries) 5:00 p.m.

September

- 3 State Fair food, agronomy, and horticulture exhibits are due at the extension office by 3:00 p.m.
- 5-14 Kansas State Fair

October

- 3-5 Kansas Junior Livestock Show