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| **Washington State 4-H Fair**PO Box 1225 ❖ Puyallup, WA 98371Fair Time (Aug 16-Sept 30): 253-770-5410; Fax: 253-770-5412Email: st4hfair@wsu.eduWebsite: <http://extension.wsu.edu/4h/fairs/state-4-h-fair/> | WASH4H |

To: County 4-H Agents/Program Assistants

 Volunteer County Coordinators

 State 4-H Fair Board and Staff

From: Tom Gwin, Manager

 Washington State 4-H Fair

Date: August 11, 2021

Subject: 2021 Washington State 4-H Fair

The 2021 Washington State 4-H Fair will be held September 3-26, in Puyallup, in conjunction with the Washington State Fair. Please note the fair will be completely closed on Tuesdays and on the first Wednesday. We have worked out our schedule to operate within this framework.

Please review this information and the referenced materials. Share the information with those individuals involved with preparations for State 4-H Fair participation. We know this information will be helpful.

The State 4-H Fair fairgrounds office will open on August 19; phone 253-770-5410. The fairgrounds fax, 253-770-5412 will also be available beginning August 19.

I will be covering changes and new programs in this letter. Other information is available in the 2021 State 4-H Fair Exhibitor Guide, which is available on our website (website address listed above). This letter is to assist you in preparing your members for the fair.

**MAILING ADDRESS**

If sending information to the 4-H fair via the USPS, please send to: Washington State 4-H Fair, PO Box 1225, Puyallup WA 98371 as our office is no longer located at WSU Puyallup.

If using alternative delivery services (UPOS, FedEx, etc), please send to Washington State 4-H Fair, c/o Washington State Fair, 100 9th Avenue SW, Puyallup WA 98371. Please be sure to mark “4-H” on the outside of the box/envelope.

**2021 STATE 4-H FAIR EXHIBITOR GUIDE**

The State 4-H Fair Premium Book is now known as the “Exhibitor Guide”. This year’s version is available online at <http://extension.wsu.edu/4h/fairs/state-4-h-fair/> . There are several sections to the exhibitor guide: introduction, schedules, contests/activities, still life, livestock/small animals, and equine. Please print out the entire book or just what is needed for your participants. We will not have extra copies of the exhibitor guide available during the fair.

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**OFFICE HOURS**

The 4-H Fair Office will open on August 19 and close on September 29. Office hours will be as follows:

 August 19-20 10 a.m, to 3 p.m.

 August 23-27 10 a.m. to 4 p.m.

 August 30-Sept 2 10 a.m. to 5 p.m.

 Sept 3-6 9 a.m. to 8 p.m.

 Sept 7 CLOSED – fair is completely closed on this day

 Sept 8 4 p.m. to 8 p.m – fair is completely closed on this day

 Sept 9-13 9 a.m. to 9 p.m.

 Sept 14 4 p.m. to 8 p.m. – fair is completely closed on this day

 Sept 15-20 9 a.m. to 9 p.m.

 Sept 21 12 p.m. to 8 p.m. – fair is closed, but intermediate equine performance will be

competing on this day

 Sept 22-26 9 a.m. to 9 p.m.

**ENTRY FORMS**

While C0944 and C0945 are available from WSU Publications, I am attaching a copy to this email and we will also have them on the State 4-H Fair website. There is no need to copy to county numbers onto the back of the form. Entry tags for still life exhibits should still be ordered from WSU Publications.

**WHAT’S NEW IN 2021…..**

In light of the Covid-19 pandemic and a complete shut down of the fair in 2020, the following changes will be in effect for the 2021 fair:

* County qualifying is not required in any project area.
* Counties must still certify the entries from their county and work within the animal allocation process.
* The dormitories will not be available for the 2021 fair.
* A junior division has been added to each of the judging contests. Junior will not be giving oral reasons in any of the contests.
* Kitchen activities will not be held at the 2021 fair. There is a virtual option for any 4-H member wishing to participate in the kitchen activities.
* Fashion Revue will not have a finals event this year.
* Public Presentations have a virtual option for 2021. 4-H members may film their presentation and send a link and the completed entry form to the State 4-H Fair Office. We can also set up a zoom meeting for presentations if that is the desired option.

**2021 EXHIBITOR LETTERS**

All exhibitor letters may be found on the State 4-H Fair website. Please note the sheep letter is separate from the other livestock species. All participants should also receive 1.10m as it gives information on passes, parking, camping, etc.

**ANIMAL ALLOCATIONS**

Final animal allocations have been sent via 4-H Talk and are also on the website: <http://extension.wsu.edu/4h/fairs/state-4-h-fair/> . Please note that exhibitors may show more than one species of animals, provided the species have different show times. Equine exhibitors may now show in multiple equine sections as well. It is up to county personnel to determine if exhibitors will be allowed in more than one equine section. Fair personnel will not hold classes to accommodate this as we are already on a tight show schedule.

**ANIMAL ALTERNATES**

Equine-Cat-Llama-Dogs-Goats: Submit animal entry cards (CO945) for alternate equine, llama, cat, and dog exhibitors, clearly marking them and sequencing the as “Alt#1, Alt#2”, etc. Make sure the exhibitor phone number is included on CO945. Alternate exhibitors will be contacted directly as space is available. It is very likely that alternates will be called.

Livestock-Rabbit/Cavy: Exhibitors should list, on CO945, all animals qualified at the county level that the 4-H exhibitor plans to bring to the State 4-H Fair. If possible, we will allow the exhibitor to bring all of their qualified animals. If necessary, we will reduce the total number of animals per exhibitor, rather than to eliminate exhibitors – if the number of animals is too large for our space/pens available. We will make contact with the affected exhibitors in that event; make sure the exhibitor telephone number is included on each CO945.

**ANIMAL ENTRY FORMS AND ROUND UP FORM**

Animal Entry Forms (CO945) should be ordered from WSU Publications or printed from the fair’s website. The entry form should be completed at the county level, for each animal exhibitor, in classes 400-999. Completed animal entry forms should be bundled in the “Round Up” forms for each species. We hope the round up forms will help prevent “lost” entry forms and also serve as a certification that the enclose entry forms are eligible to participate in the State 4-H Fair. **Please do not staple to Exhibitor Information Form to the Entry Form**. Completed animal entry forms and round up forms are due by August 25 to the State 4-H Fair Office. The forms must be mailed; however, you can fax the round up forms to meet the deadline and then put the original round up forms and entry forms in the mail. **NOTE: PLEASE DO NOT FAX EXHIBITOR INFORMATION FORMS**. PUT THEM IN THE MAIL AS LONG AS THEY WILL ARRIVE AT THE FAIR BEFORE THE EXHIBITOR.

Each exhibitor should list all animal classes and lots (herdsmanship, fitting/showing, type, performance) on entry forms for each species. If the exhibitor is showing two different species of animals or are in multiple equine sections, then the exhibitor will have multiple entry cards. Dog obedience and dog agility should be on the same entry form.

Substitute animals will not be allowed at the State 4-H Fair if they were not qualified by the exhibitor at the county qualifying event. **In addition, participants may only enter classes at the State 4-H Fair if they have qualified in the same class at the county level. This is not a new ruling, but one we are having to enforce more often. It is the responsibility of County Extension Staff and volunteer county coordinators to oversee their entries and make sure members are only entering classes in which they have qualified at your county qualifying show**. Any exhibitor with an unqualified animal will be immediately removed from the show and sent home.

In the area on the entry form where the animal must be identified, the following information is needed by our superintendents to set up their show classes:

* **Rabbits/Cavies** should be listed with ear tattoo, as well as breed/variety and birth date.
* **Obedience Dogs** should be listed with their breed and given name, as well as obedience class title.
* **Agility Dogs** should be listed with breed and given name, as well as agility class and jump height.
* **Cats** should be identified by their class title, given name, and birth date.
* **Horses** should not be identified by breed, sex, name, age, tattoo or grand; the class titles should be listed instead. We need the height of all horses in the harness driving classes.
* **Llamas** should be listed by birth date and sex; in addition, the class titles should be listed.
* **Livestock** should be identified by birth date, breed, and class name. If animals are branded, tattooed, or tagged, that information can be included also.

We only accept animal entry forms for the County Extension Offices. We will only allow class changes to correct an obvious error. The round up forms certify that you have reviewed the entry forms and the exhibitors are eligible for participation in their registered classes at the State 4-H Fair.

**CAT SHOW SCHEDULE**

Due to the nature of cats versus dogs, we must be notified in advance of any service dogs accompanying cat exhibitors. We will accommodate these exhibitors, but appreciate being able to not influence the performance of other exhibitors and their cats.

**COUNTY ACTIVITY REPORTS**

The following items are to be mailed, emailed, or faxed to the State 4-H Fair by August 25 or as soon thereafter as possible:

* WS4HF 1.06m – State 4-H Fair Public Presentation/Public Speaking Report
* WS4HF 1.07m – State 4-H Fair Activity Report
* WS4HF 1.09m – Kitchen Activity Report

If your county fair ends later than August 25, please complete the forms and send to us as soon as you can. We really need everything prior to Labor Day so we can work on the fair over that weekend. Your assistance in completing these forms will allow us to call alternates to participate in the fair.

**COUNTY COORDINATORS**

We do have a job description available for State 4-H Fair County Coordinators. If you have a coordinator, please email their name and contact info (address, telephone, email) to us at tagwin@wsu.edu at your convenience. It is important that we continue to communicate with the coordinators as well as WSU Extension personnel. The job description is available on the State 4-H Fair website.

**DOG ACTIVITY SCHEDULE**

The dog obedience schedule has been adjusted with the change in fair days. We will have eight days of obedience shows. Dog agility will be on one day. All agility dogs will arrive on Saturday, Sept 18, 9-10 a.m. Fit/show class on that day will begin at 11 a.m. This will allow all dogs to complete fit/show class prior to the beginning of the agility classes that afternoon.

The dog judging contest will be on Sunday, September 19, with registration at 8 a.m. The judging contest will begin at 8:30 a.m. and be completed by 12 p.m. We will have an obedience dog show following the judging contest. The Dog Bowl (a fun activity) will be held that afternoon in the Dog Show Arena.

**DORMITORIES**

The dormitories will not be available for the 2021 fair.

**EDUCATIONAL DISPLAYS**

Educational displays and posters will not be judged. All 4-H members submitting an entry in Class 70, Educational Displays, will receive a special participation ribbon and premium points as indicated in the Exhibitor Guide. The entry/judging fee does not apply to entries in this class as they are not being judged.

**ENTRY (JUDGING) FEES**

The State 4-H Fair Board has instituted an $8.00 entry fee for all exhibitors entering judged classes. Rather than have county personnel collect these fees, we have decided to deduct the entry fees from the premium check of each exhibitor. This puts the work on our state fair staff and not on Extension staff or other volunteers. If an exhibitor has a premium check for less than $8.00, we will deduct just the amount of the check (i.e. an exhibitor has a premium check for $5.82….we will deduct the $5.82 and the child won’t get a check this year. We will **not** bill for the remaining $2.18.) The annual cost of fair judges is nearly $15,000. This small fee will allow us to continue providing quality judges and to improve the quality of judging in other areas.

**ENTRY TAGS AND FORMS**

We are using the same entry tags as last year. You may order entry forms and tags from WSU Publications. The entry forms are also available for download on the fair website.

 CO673 – Still Life Exhibit Tags

 CO944 – Still Life and Activity Entry Form (green print)

 CO945 – Animal Entry Form (blue print)

**EQUINE ENTRY FORMS and ROUND UP FORM**

Please complete equine entries per the final allocation. For each section, print a copy of appropriate round up form (5.74, 5.75, 5.76, or 5.77) Equine Round Up form for the section (available online). The Round Up form must be signed by County Extension staff. Your signature certifies that the entrants are eligible for state fair participation and that all exhibitors have been entered in classes in which they have qualified. This is especially important in dressage levels, gaming classes, and equitation over fences jump heights. Complete the round up for each equine section and wrap the entry forms for that section in the Round Up Form. Please send to us sorted in this manner. **We will not allow exhibitors to either change or add classes once they arrive at the fair.**

**EQUINE – INTERMEDIATE PERFORMANCE/DRESSAGE**

Intermediate Equine Performance/Dressage exhibitors will arrive on Sunday, September 19. Classes will begin on Monday, September 20 and will include Tuesday while the fair is closed. The dressage classes will be held on Tuesday. There is limited food available on the fairgrounds on that date.

**EQUINE – SENIOR PERFORMANCE/DRESSAGE**

Senior Equine Performance/Dressage exhibitors will have two different arrival times. Dressage riders will arrive on Wednesday, September 8. Dressage classes will be on Thursday, September 9. Senior Performance riders will arrive on Thursday, September 9. All performance and dressage exhibitors will join together for their fit/show class on Friday, September 10. Dressage exhibitors may depart following the judging contest on Saturday, September 11. Performance exhibitors will continue their show and depart on Monday, September 13.

**EXHIBITOR INFORMATION FORM 1.01m**

This form is available online. **It is required for all exhibitors who receive passes for admittance to the fair**. This form is used at the fair to certify that the exhibitor represents your county 4-H program, the member has an identified and approved chaperone, and that those exhibitors and family members who want access to the dormitory and shower facilities have county approval. Both the front and back of the form should be completed, signed by the parent/guardian, and mailed to the State 4-H Fair Office so it arrives prior to the exhibitor’s first day of fair participation.

**FASHION REVUE**

There will be three days for fashion revue at this year’s fair: Sat, Sept 11; Sun, Sept 19; and Sat, Sept 25. There will not be a fashion revue finals event this year.

**JUDGING CONTEST – NATIONAL QUALIFYING EVENTS**

The Equine Judging Contest will be held on Saturday, September 11 at 8 a.m. in the Paulhamus Arena.

The Livestock Judging Contest will be held on Saturday, September 18 at 8 a.m. in the AgriPlex Arena. The date change was necessary because of the change in fair animal rotations.

The Dairy Judging Contest will be held on Saturday, September 18 at 12 p.m. in the AgriPlex Arena. We will be using the available 4-H and FFA animals for this judging contest. Unfortunately due to the lack of breeds available, this will not be a national qualifying event. It will, however, serve as a practice event for the national team members and be an excellent opportunity for our other 4-H dairy project members.

**LIVESTOCK ANIMAL SHOWS**

Large livestock animals (beef-sheep-swine-llamas-dairy-goats) will arrive on Friday, September 17. Please be sure your exhibitors have the detailed arrival instructions as far as which gate to enter, times, etc. Also this year, we will be enforcing the arrival times by zones:

 Zone A Counties (King, Kitsap, Mason, Pierce, and Thurston) will arrive 6-7 a.m.

 Zone B Counties (Cowlitz, Grays Harbor, Jefferson, Lewis, Pacific, Skagit, and Snohomish) will arrive

6-8 a.m.

 Zone C, D, and E Counties (all others) will arrive 6-9 a.m.

Arrival after your designated time will move you to the back of the line for vet check and unloading your animals. Departure will be on Monday, September 19 16 at 6 p.m. We have worked out a new show schedule. While the schedule isn’t perfect, it is the best we could do for this year. Please refer to the Exhibitor Guide for a correct list of times and locations of all animal shows.

**LLAMA SHOW SCHEDULE**

The Exhibitor Guide lists two different sets of dates for the llama show. The correct day is arrival on Friday, Sept 17. Shows will be Sept 18 and 19, with departure from the fair on Mon, Sept 20.

**MOTEL LIST**

Rather than to generate a new document, we are referring exhibitors to the motel list on the Washington State Fair website. The list can be found at <http://www.thefair.com/plan-your-trip/lodging/>

**NATIONAL EQUINE PRESENTATIONS**

National Equine Presentations will be held virtually at a date other than the date in the exhibitor guide. Jennifer Leach, State Equine Specialist, will send out information on the changes for this contest. Sign up is still through the fair forms sent our earlier. Please list your participants on List #3 of Form 1.06 Public Presentation/Public Speaking Report. State winners will represent our state in national competition in Louisville, Kentucky in November.

**PASSES**

Each County Extension Office will receive complimentary gate passes in early August, based on your county’s participation in the 2019 State 4-H Fair. Each 4-H member participating in this year’s fair will receive one gate pass for themselves and one for a chaperone. On their first fair participation day, they will pick up additional passes at the State 4-H Fair Office.

Passes for volunteers who have county-assigned responsibilities at the State 4-H Fair will be included in your packet of passes. You can best identify those individuals and thus must distribute passes to them. We will not distribute passes to these individuals from the State 4-H Fair Office.

Please remember to return all unused passes to us at the end of September. We are responsible to the Washington State Fair to wisely and fairly distribute their gift to our 4-H participants. We must return all unused passes to the WSF and report the actual usage in our final fair participation data for the year.

**PUBLIC PRESENTATION/PUBLIC SPEAKING REPORT FORM 1.06m**

This generic form is available online. Please is this form and list the date assigned to your county for public presentations. Those members needing to schedule a time on a day other than your county day should call the State 4-H Fair Office after August 25 to obtain a time for their presentation.

**SHIPPING EXHIBITS**

It is quite convenient, for all but the closest counties, to ship still life exhibits to the State 4-H Fair. If possible, exhibits should be sent in time to arrive prior to Labor Day. Please see instructions earlier in this letter on the mailing address to use for sending exhibits. If they are coming from counties with fairs ending after Labor Day, they need to arrive on or before September 20.

Please include a completed packing list, of that box’s contents, in each box. List the contents on Form 1.52b (available online). Please do not mail perishable food items. The boxes may not be opened for several days after receipt and judging will be throughout the fair, and no later than September 20. Food could become quite stale before judging.

Checks or stamps to pre-pay return postage should be sent in a separate letter directly to the State 4-H Fair Manager. Please do not enclose cash, checks, or stamps in the shipping box. Include a copy of the packing list with your payment. You may ship your exhibits to us using any carrier; however, we will return your package via the US Postal Service.

Exhibits will be returned to senders in the same boxes they were delivered in. and using the same packing materials. Please pack carefully to prevent damage to your exhibits.

**STATE 4-H FAIR WEBSITE**

In addition to the exhibitor guide, the following forms/letters are available on the State 4-H Fair website <http://extension.wsu.edu/4h/fairs/state-4-h-fair>/

 PERSONNEL

 County Coordinator Job Description

 INFORMATION NECESSARY TO COMPLETE RESPONSES

 2019 Allocations for Dogs, Cats, Equine, Other Animals – WA State 4-H Fair

 Form 1.05m 2019 Public Presentation Master Schedule

 RESPONSES REQUESTED ON THE FOLLOWING REPORTS:

 Form 1.06m State 4-H Fair Public Presentation/Public Speaking Report

 Form 1.07m State 4-H Fair Activity Class Participation Report

 Form 1.52b Postal Entry Report

 All Animal Project/Section Round Up Forms

GENERAL INFORMATION FOR 4-H FAMILIES

Form 1.10 General Information – Security, Parking, Passes/Tickets, Entrance Gates, Camper Space Rentals, Role of Parent/Leaders, Appropriate Dress

TO BE COMPLETED AND RETURNED TO THE STATE 4-H FAIR BY OR FOR INDIVIDUALS:

 Form 1.01m Exhibitor Information Form

 EXHIBITOR LETTERS AVAILABLE:

 Form 1.12m Exhibitor Letter – Judging Contests

 Form 1.13m Exhibitor Letter – Groom Squad

 Form 1.14m Exhibitor Letter – Equine

 Form 1.16m Exhibitor Letter – Cats

 Form 1.17m Exhibitor Letter – Obedience Dogs

 Form 1.18m Exhibitor Letter – Sheep

 Form 1.19m Exhibitor Letter – Rabbits/Cavies

 Form 1.20m Exhibitor Letter – Livestock

 Form 1.21m Exhibitor Letter – Llamas

 Form 1.23m Exhibitor Letter – Public Presentations

 Form 1.24m Exhibitor Letter – Fashion Revue/Creative Consumers of Fashion

 Form 1.25m Exhibitor Letter – 4-H in Action/Performing Arts

 Form 1.26m Exhibitor Letter – Agility Dogs

 Form 1.28m Exhibitor Letter – Shooting Sports (Archery) Activity