

WISCONSIN VALLEY FAIR ENTRY CHECKLIST

for 4-H Clubs and FFA Chapters participating in the fair.

DUE JUNE 10TH

1. _____ **Fair Entry** is done online at <http://wvf.fairwire.com> No changes will be made at the fair. **Premise ID** is required to show animals in Departments 1 – 7.
2. _____ Every member must have a completed **Education Log**.
3. _____ Every member must have a signed **Code of Conduct Agreement**.
4. _____ **Copies:** If you wish to make copies of any forms, do so before turning it in to the office. (Many are forwarded on to an outside person for data entry. We will not have access to them before the fair.)
5. _____ **\$4.00 per exhibitor 11 years and older** as of January 1st, is enclosed. (Do Not Staple Money to Entry Forms)
6. _____ **\$4.00 per leader wristband fee**, is enclosed. Number is based on leader wristbands requested on the Fair Materials request form. 4-H Leaders must have been screened and certified. Members of the Agricultural Society will not receive wristbands.
7. _____ **Wisconsin Valley Fair Material Sign-Up** sheet is completed and enclosed. Indicate if your club wishes to enter an educational or Horticultural Booth on the back of this form.
8. _____ **A Volunteer Assistance Form** is completed for each person willing to help out at the fair.
9. _____ **Return Potato Booth Forms** to Shirley Hein (see information on sheet.) Clubs can sign up for group slots, by contacting Shirley Hein at 715-506-0123 or email shirley.hein55@gmail.com If a 4-H member participated in an activity that the 4-H Leaders' Federation helped fund, they are required to work in the Food Booth or pay back the total amount of assistance received.)

DUE JULY 8th from the club leader!

10. _____ **Animal Reservation Form** is completed using actual counts of animals the exhibitors intend to bring. (This is an updated count...not a tabulation of the information in original forms...please contact exhibitors to get an accurate number of animals!)
11. _____ **Horse Stall Reservation Form** is completed using actual Horse Exhibitor information.

The following are due July 8th (individuals & families should mail them)

12. _____ Fair Residence Camp forms are done online at wi.4honline
13. _____ Meal Ticket Order Form returned to 4-H Office, families can pick up tickets at Junior Fair office (see information on sheet.)