

## HOW TO ENTER YOUR PROJECTS IN THE FAIR

*Our Exhibitor Handbook has some changes in 2022 The book has been divided by Departments. Look for the Department in the bold headings across the top of the page.*

*Enter your projects. This year, entries will be done online.*

*The Fair Office is available for questions 8:30 am - 4:30 pm Monday – Friday, closed 12:00 – 1:00 for lunch. If you have any questions, please call the Fair Office at (530) 895-4666 or email [Exhibits@silverdollarfair.org](mailto:Exhibits@silverdollarfair.org).*

### **1. OBTAIN AN EXHIBITOR HANDBOOK:**

*This year the Exhibitor Handbook is divided into Departments. Determine which department you want to enter in.*

1. The Exhibitor Handbooks are located on the fair's website [www.silverdollarfair.org](http://www.silverdollarfair.org) or there will be a limited supply of "hard copy" books in the Fair Office. Please call if you need assistance.
2. Entry Forms are available on the fair's website [www.silverdollarfair.org](http://www.silverdollarfair.org) or from the Fair Administration or Entry Offices. "Livestock Entry Form" is for Livestock entries. "Still Entry Form" is for all other entries (non-animal).

### **2. REVIEW THE EXHIBITOR HANDBOOKS:**

1. Read through the State & Local Rules.
2. The table of contents will help you find the Department for each item you want to enter.
3. There is a class for almost everything you may want to enter! In most Divisions, there is an "Any Other" class for items that do not have their own class.
4. Adult Departments are for those over 19 years of age; Junior Departments are for Youth 18 & under. If we do not have a class available in Junior, youth are welcome to enter Adult Department classes. However, if there is a Junior class available, youth must enter the Junior class.
5. You do not have to be a member of 4-H or any organization to enter Junior classes.

### **3. COMPLETE and SUBMIT ENTRIES ONLINE:**

#### **Online Entries:**

1. Go to our website [www.silverdollarfair.org](http://www.silverdollarfair.org). Click on the link for either still exhibits or livestock entries. You may print out a printer friendly version of the instructions using the icon in the top right corner.
2. Teachers that are entering projects for school classes (Depts. 20, 21, 23, 24, 26) must enter as a "Quick Group."
3. Follow instructions to complete entry.
4. Review your cart and confirm that all items have been entered.
5. Click "check out" which will take you to the payment screen. Most still Exhibits do not have entry fees. Livestock entries will be added.
6. Confirm, your entries are not submitted until you type "YES" in the box and click "Submit"

### **4. DELIVER THE EXHIBIT ENTERED TO THE FAIR:**

1. Bring your item(s) to the Fairgrounds on the dates & times specified in the Exhibitor Handbooks. There will be signage to determine which building to go to. For Still Exhibits you will be given a claim tag upon delivery. You will be asked to attach the claim tag to your item. Please check to be sure the correct tag goes on the item entered. If you have items you did not bring "no shows" please leave the unused tags with Fair Staff. The item will stay on the grounds to be judged. Class winners, Best of Show exhibits and as many other entries as possible will be displayed on our website.
2. Be sure to follow instructions included in Department information for displaying your entry.

### **5. VISIT THE FAIR** to see how your items placed.

### **6. PICK UP YOUR EXHIBIT & AWARDS (if applicable):**

1. All exhibits must be picked up on the date listed in the Exhibitor Handbook. "Still Exhibits", be sure to bring your claim tag to turn in. You will go to the building that your item was displayed in to pick up. Ribbons should be attached to exhibit.
2. Items not picked up by 5:00 pm Friday, June 5<sup>th</sup> will become property of Silver Dollar Fair & disposed of at the Fair's discretion.

*Thank you for entering! We look forward to seeing you again at the 2022 Silver Dollar Fair.*

## **GLOSSORY OR TERMINOLOGY:**

**Adult Exhibitor** – Persons that are over 18 years of age

**American System of Judging** – Judging process that ranks exhibits against one another and awards one 1<sup>st</sup> place, one 2<sup>nd</sup> place, one 3<sup>rd</sup> place, etc.

**Closing Date** – The last date on which entry forms will be accepted. The forms can be delivered to the Fair office or postmarked by midnight on closing date. Emailed or faxed entries are not accepted.

**Creative Arts** – items made in school under supervision of a Creative Arts Teacher (High Schools) entered by a teacher.

**Danish System of Judging** – Judging process that compares each exhibit on its own merit against a scorecard or recognized standard and award as many first place, second place, etc. as merited.

**Entry Fee** – The amount paid for each item entered, if required. If there is an entry fee it will be listed in the information box at the top of the Department page.

**Exhibit/Entry** – The animal or item which will be judged.

**Industrial Education** – Items made in school under the supervision of an Industrial Ed Teacher (High Schools) and entered by a teacher

**Judging** – Date and time of judging.

**Junior Exhibitor** – Persons that are 18 years of age and younger.

**Premiums Offered/Paid** – The amount awarded for a judging category.

No premiums paid for still exhibits in 2021.

**Receiving** – The date & time when the exhibits will be accepted by the departments in which they have been entered. Items are received in the building or area where they will be displayed.

**Release** – The dates and times that an exhibit is to be claimed (picked up) by the owner. Ribbons are issued at the same time, except for livestock and special contests.