

THANK YOU NOTES

Due in Fair office Monday, May 22, 2023 –SALE OF EXCELLENCE and ADD-ONS

Sale - Each exhibitor selling a project in the Sale of Excellence (including Add-Ons), Freezer Sale, Replacement Heifer Sale and/or Silent Auction (Ag Mechanics) is required to write each of his/her buyers a thank you note.

Things to remember:

- Include personal thanks for attending the Sale and purchasing your project
- Include how you will use the money (college fund, future fair projects)
- Handwritten notes are appreciated
- Each envelope should be sealed, stamped and properly addressed to each buyer (see sample below)
- Exhibitor's return address should be on the envelope
- WCYF office personnel will document receipt of thank you notes and place in mail
- Due in Fair office by Monday, May 22nd. \$25 will be deducted from any exhibitor's check who turns in notes after May 22
- Sale checks will not be released to any exhibitor who does not comply with this rule

Below is a sample of how to properly address an envelope:

- postage stamp - upper right-hand corner
- exhibitor's name and return address - upper left-hand corner
- buyer's name and address - center of envelope

