

4-H Fair Booth Request Form

Due by July 17, 2020

Complete all fields as necessary.

Yes, we need a booth.

No, we don't need a booth.

For Extension Office Use Only

Date Received: _____

Received by: _____

Return to: OSU Extension Tuscarawas County (mail, in-person, drop box, submit online) or at registration table at Interview Judging. Booths are assigned based on club size/project enrollment; space requested is not guaranteed. Priority is given to clubs returning form by date due.

Please keep in mind when requesting a booth that space is limited. Each project needs to be displayed as guidelines state to be eligible for premium (a 4-H project book does **not** fulfill requirement for display).

CLUB NAME _____

ADVISOR _____ PHONE _____

Clubs with 4 or more projects need to decorate a "booth" (regular booth, steps, or partial booth). Members with animal projects who have animals at the fair are not required to have an additional project display.

1. Select **only 1** of the 4 following statements.

- a. _____ We have 4 or more projects and will decorate an area at the fair.
- b. _____ We have 1-3 projects to display and will decorate an area at the fair.
- c. _____ We have 1-3 projects and want Extension staff to put them in a display area.
 - i. List and member name and projects:
 - Member & Project _____
 - Member & Project _____
 - Member & Project _____
- d. _____ We don't have any 4-H projects that need to be displayed in the "booth area."

If you selected "c" or "d", you are finished with this form. Turn in form.

2. List footage needed for booth size (back wall): _____ (Example: 4', 6', 8', 10', 12', 14', 16', 18', etc.)
Note: The booth partitions measure 4' deep x 6' high. **Completing #4 is very important as it influences amount of booth space assigned.** Select **one** of the following display areas:

- a. _____ Prefer Commercial Building (by Tuscarawas Avenue)
- b. _____ Prefer Fine Arts Building (by Jr. Fair Office)
- c. _____ Prefer Trophy Case Wall in Fine Arts Building
- d. _____ Would like a partial booth for display

Continued



THE OHIO STATE UNIVERSITY

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3. _____ Yes, we need an electrical outlet. This is very important as it influences assigned booth space.
NOTE: Per the fire department, a timer switch set to turn off at 10 PM and turn on at 9 AM will be required for all electrical items.

4. Number of projects to be displayed in the booth. ***This section needs to be completed in full!***

_____ Clothing projects

_____ Posters for projects (14" x 22" recommended size)

_____ Other Miscellaneous and Home Economics projects
 Do not duplicate numbers if posters are used for these projects.

_____ Animal and Livestock displays to be exhibited
 An educational display will be required in the booth to receive premium if animal is not exhibited at the fair.

List any large or unusual projects (e.g., 3' x 5' x 2' chest of drawers; rope knots board 2' x 3'; etc.):

5. ***Every club that has a booth or decorated area must select a 2 hour shift to guard booths.*** We need everyone's help to host the booth areas. ***Please indicate three times when your club can participate, numbering your choices (1, 2, 3).*** Booth hosts consist of two people from your club, at least one adult and another person 15 years or older.

A TIME WILL BE ASSIGNED IF NO PREFERENCE IS SELECTED.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Early (10-12 or 12-2)	NO GUARD NEEDED	_____	_____	_____	_____	_____	_____
Afternoon (2-4 or 4-6)	_____	_____	_____	_____	_____	_____	_____
Evening (6-8 or 8-10)	_____	_____	_____	_____	_____	_____	NO GUARD NEEDED

Please provide a name and cell number that may be used during fair week for a reminder text or list an email address for reminder email.

Name _____ Cell _____

Email _____