



## *The Armada Agricultural Society*

74280 Fair Street, Armada MI 48005

Tel: 586.784.5488 Fax: 586.784.9723

[office@armadafair.org](mailto:office@armadafair.org)

[www.armadafair.org](http://www.armadafair.org)

### 2016 Armada Fair 4H Youth Council Contract for

### Pre-Fair and Fair Dates of August 14-21, 2016

#### **4H Club Member/Leader/Volunteer Requirements:**

Handle all items with care before and after the fair.

Set up and clean up Barn #12 – Remove staples on risers, paper risers and tables. Clean glass cases and other displays. Sweep/vacuum floors. Set up Club displays. 4H to provide: Cleaning Supplies  
Office supplies: staples, staplers, pens, pencils, string, tape, markers, clips, peg board hooks, etc.  
Other supplies: nails, screws, extension cords, hammers, screw drivers, paper for covering tables, straight pins, etc.

Assist Judges on Sunday, August 14th – Each Club should be represented on this day, using the online sign-up program provided by the MSUE office. Help clerk, carry exhibits back to barns, and tag with appropriate ribbons. Be sure judge signs Department book, return judge's books to Fair Office.

Arrange Barn #12 – Be sure tags are unfolded so that names can be seen, clean rods before hanging quilts and pin to secure. Ribbons should all be visible on all items. Be sure tag and ribbons are visible such as on lower corner of quilts or on the front of picture frames. Arrange entries in the barns after judging is complete. Be sure all ribbons are on each item and clearly visible. Set up fencing to secure areas.

Check out – Sunday Aug 22<sup>nd</sup>: Assist collecting items for exhibitors. Match tag numbers to items. Perishables are to be tossed out. Attach ribbon to tags for pick up.

#### **What will AAS provide during set up/clean up day:**

Assistance during set up by either Fair Board or other designated by AAS committee

Paper for covering tables

Drinking Water

#### **4-H to provide during set up/cleanup day**

Cleaning Supplies

Office supplies: staples, staplers, pens, pencils, string, tape, markers, clips, peg board hooks, etc.

Other supplies: nails, screws, extension cords, hammers, screw drivers, straight pins, etc.

#### **For Sunday judging, AAS will provide:**

Judging sheets and pencils

Continental breakfast, coffee, juice and lunch for Judges and those persons who assist during judging.

#### **ASSIST AT ALL 4H LIVESTOCK/DOGS SHOWS!**–Please contact the Armada Fair and 4H

Superintendents regarding specifics per show. Volunteers shall assist in clerking, passing out ribbons/trophies and manning all gates, most importantly the Horse Arena gates, and anything else required during the show. Clean-up on Sunday night is mandatory.

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### Schedule and Number of Club Members/Volunteers\* Requirements

<u>DATE</u>	<u>NUMBER NEEDED /TIME</u>	<u>TASKS</u>
• Sunday, August 14	See requirements from MSUE Office/online setup	
• Monday, August 15	Saddle Horse Show 9am-close Will need at least 12 on/off all day	clerk/ribbons/gates/etc.
• Monday, August 15	Wool Sheep/Fiber Show 10am Will need at least 5 people	clerk/ribbons/etc.
• Tuesday, August 16	Market Hog Show-Barn #15 Will need at least 12 for entire day	clerk/ribbons/gates
• Tuesday, August 16	Dog Show 9 am - Show Tent Will need at least 10 for entire day	clerk/ribbons/set up
• Wednesday, August 17	Market Lamb Show 1 pm-Barn #15	clerk/ribbons/etc.
• Wednesday, August 17	Market Goat Show-Following Lambs Will need at least 6 people for both shows	clerk/ribbons/etc.
• Thursday, August 18	Market/Prospect Beef Show 9am-Barn #15 Will need at least 10 people for both shows	clerk/ribbons/gates
• Thursday, August 18	Dairy Cattle Show-9am – Show Tent Will need only 2 people – very small show	clerk/ribbons/etc.
• Thursday, August 18	Rabbit Show 9am-Rabbit Barn Will need at least 12 people for entire day	clerk/ribbons/etc.
• Thursday, August 18	Mini Horse Show 1pm-Horse Arena Will need at least 12 on/off all day	clerk/ribbons/gates
• Friday, August 19	Youth Livestock Sale 4pm-Barn #15 Any available 4H Livestock Youth	clerk/ribbons /refreshments/gifts
• Saturday, August 20	Dog Show 9am-Show Tent Will need at least 10 for entire day	clerk/ribbons/set-up
• Saturday, August 20	Draft Horse Halter Show 10am-Horse Arena Will need at least 5 people-small show	clerk/ribbons/gates
• Sunday, August 21	Draft Horse Hitch Show 10 am – Same as above	

**SUNDAY, AUGUST 21<sup>st</sup>, 7 PM: ALL YOUTH LIVESTOCK MEMBERS WILL BE REQUIRED TO CLEAN OUT THEIR STALLS/PENS/CAGES. DIRECTIONS ON WHERE TO PLACE SHAVINGS WILL BE GIVEN AT THAT TIME. ALL DECORATIONS, INCLUDING CLUB DISPLAYS, MUST BE TAKEN DOWN THIS NIGHT. CAGES/GATES MUST BE TAKEN DOWN AND STORED.**

### **Donation amount and performance requirements**

\$3000 total for set up, weekend prior to fair, manning ALL of the Livestock/Dog Shows and Sunday night clean-up providing all expectations are met.

The AAS committee can reduce payment if expectations are not met. AAS committee must make final decision

\_\_\_\_\_*The Armada Fair Board*\_\_\_\_\_

The Armada Fair Board

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4H Youth Council/MSUE Office

\*Member refers to club members/leaders and parents/guardians

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