

PREPARE FOR FAIR!

2023 NEW JERSEY STATE FAIR®/SUSSEX COUNTY FARM & HORSE SHOW

Deadlines	
Friday, June 30*	Entry Forms , Record Books, & and Fair Pass Request Forms Due at 4-H Office by 4:30 pm

IMPORTANT FAIR DATES		
Date	Event	Time
Saturday, July 15	Shotwell Building Set up (Volunteers Needed)	9-3 pm
Sunday, July 30	Drop off projects (Forestry & Conservation, Child Care, Home Furnishings, Arts & Crafts, Art, Ceramics, Needlecraft, Photography, Construction, Hobbies & Collections, Woodcraft, Canine & Feline Studies, and Clothing) at Shotwell Bldg.	3-5 pm
Tuesday, August 1	Club booth set up and Project Specific Drop off (Club Banner/Sign) at Shotwell Bldg.	3-8 pm
Wednesday, August 2	Club booth set up and Project Specific Drop off (Club Banner/Sign) at Shotwell Bldg.	3-8 pm
Friday, August 4	Drop off Fruits, Vegetables, Flowers, & Herbs at Shotwell Bldg.	10 am
	2023 NJSF/SCF&HS Opens	5 pm
Tuesday August 8	Market Animal Social and Auction	5-9 pm
Wednesday August 9	Food Departments entries drop off	9-11 am
Thursday, August 10	Lois Chamming Best of the Best Awards	6:45 pm
	Round Robin Showmanship (Ag Arena)	7-10 pm
Saturday August 12	Livestock Barn clean-up to take place	TBD
	2023 Fair Closes! Limited Project/Ribbon pick up in Shotwell.	10-11 pm
Sunday August 13	Shotwell Building Project/Ribbon Pick-Up and Exhibit Breakdown/Clean-up	9am-?

*** All Fair paperwork is due June 30 to the 4-H Office by end of day, as July 1 falls on a Saturday.**

2023 NEW JERSEY STATE FAIR®/ SUSSEX COUNTY FARM & HORSE SHOW

The 2023 Fair will open at 5:00 p.m. on Friday, August 4 and continue until 10:00 p.m. Saturday, August 12.

Livestock Barn Clean Ups and release of animal exhibits will take place on Saturday, August 12 at the discretion of the Ag. Area Coordinator and Ag. Division President.

Shotwell Building entries/ribbons may be picked up Saturday, August 12 between 10-11pm.

Exhibit Breakdown/Clean-up will be completed on Sunday, August 13 starting at 9am. All exhibits must be picked up by 10:30 am or they will risk being discarded if prior arrangements have not been made.

PROJECT RECORD BOOKS

To be eligible for fair passes all project record books and entry forms are to be submitted to the 4-H Office by Friday, June 30 (as July 1 Falls on a Saturday). If your project is not complete, (your project is competing at the fair or you have competitions after the fair) your record book should still be up-to-date and submitted with a *Fair Review* Label.

*For those whose project record books will still be a “work in progress” by 6/30**

An up-to-date record book should include:

- **Start of Year Goals**-completed and signed,
- **Activities/Events**—up-to-date including club meetings, competitions attended, participation in public presentations and club meetings
- **Financial Records** (up-to-date; totals are not required)
- **Fair Review Signatures*** (signatures by the member, parent and club leader required)
*adhesive labels are available upon request from the 4-H Office.

Record books should be completed with all appropriate signatures. Any books turned in without the proper signatures (i.e. start of year goals and end of the year or fair review) will not be accepted.

After the Fair, complete record books are to be re-submitted for year-end evaluation. A completed record book should include the above sections, as well as:

- ☞ *Looking Back* (reflections on the year’s accomplishments),
- ☞ *Thinking Ahead* (goals for the coming year),
- ☞ *Financial Records* totals for all areas including the net project cost table,
- ☞ *4-H Story* and All end-of-year signatures.

**Record Books with Fair Review labels
should be returned to the 4-H Office no later than October 1.**

FAIR PASSES

Fair passes are provided to 4-H members through their primary club in recognition of their participation in the 4-H program and service to the Fair. It is important that we are able to show the contributions Sussex County 4-H makes towards the success of the New Jersey State Fair®/Sussex County Farm and Horse Show. Paperwork is due June 30 (as July 1 falls on a Saturday) by 4:30 pm to the 4H office.

Eligibility

4-H Regular Members (Grades 4-13):

- Enrolled in 4-H by 1/1/23
- 4-H Member in Good Standing to include 70% attendance or better and other criteria as established by your club.
- Up-to-date project record book submitted to the Sussex 4-H Office (completed or with fair review signatures sticker)
- Club or county level public presentation as required by individual clubs.
- Submit a completed Livestock and/or Shotwell exhibit entry form.

Cloverbud Members (Kindergarten-Grade 3)

- Enrolled in 4-H by 1/1/23
- 4-H Member in Good Standing to include 70% attendance or better and other criteria as established by your club.
- Record book—*as required by a club*
- Club or county level public presentation —*as required by a club*
- Submit a completed Livestock and/or Shotwell exhibit entry form.

Parent/Guardians are eligible for up to 2 adult passes per family at the cost of \$17 per pass for those with eligible members.

Receiving a fair pass is not an invitation to attend the Fair; 4-H members are expected to volunteer their time to the 4-H and the NJSF/SCF&HS. Below are just a few of the ways 4-H members and parents are expected to volunteer.

- 4-H members with livestock work with their club in preparing for shows, caring for their animals, and answering questions from the public about their animals during their time at the Fair. Clubs should consider displaying educational posters, giving tours, or sponsoring a story hour for your club's project area.
- 4-H members with static (still) exhibits as their primary fair entries (such as arts, crafts, photography) display them in the Shotwell Building. **These members are required to volunteer in the Shotwell building as a 4-H Ambassador, work in the Ag Division Food Booth, and/or the Ag. Division's Farm Fun Area. The Shotwell Building is the "barn" for those without livestock exhibits.**
 - As a 4-H Ambassador in the Shotwell Building you will be asked to answer questions about 4-H and the exhibits and crafts displayed, sell 50/50s, and maintain the cleanliness of the building. Families can sign up online: [Shotwell Building Sign-up](#). A guardian must be present; as by law, you must be over 18 to sell 50/50 raffle tickets. Youth may not sell tickets.
 - All 4-H members (13 and older), are encouraged to work a shift at the Ag Division Food Booth. Contact Nadine Olsen by email, olsenn@embarqmail.com to volunteer. You may also stop in during set-up and throughout the fair week to volunteer.
 - Help supervising activities and maintain order of the Farm Fun Area in Barn 6. Contact Donna Meisinger (862) 268-0805 to sign up.

**REMEMBER TO SIGN AND CARE FOR YOUR FAIR PASS!
YOU WILL NOT BE ISSUED A REPLACEMENT IF LOST OR DAMAGED.**

4-H Exhibit Catalog

The [2023 4-H Exhibit Catalog](http://www.sussex4h.org), and all forms are available for download from the Sussex 4-H Website (www.sussex4h.org), as well as below. *If you are unable to do so, please contact the 4-H office to request a hard copy. **All Entry Forms are to be submitted to the 4-H Office by Friday, June 30 (as July 1 falls on a Saturday) by 4:30 p.m.***

4-H [Shotwell Exhibit Entry](#)

4-H [Club Booth Entry](#)

4-H [Livestock Entry](#)

4-H [Equine Entry](#)

4-H [Poultry Entry](#)

4-H [Rabbit Entry](#)

4H Members may have entries in multiple departments including livestock and static. In addition to showing an animal(s), all 4-H members are encouraged to submit artwork (paintings, photographs, pastels, etc.) and/or crafts (models, collections, albums, etc.)

Please be aware that there have been changes and additions to the following departments in the past few years, so be sure to double check Section and Class # before filling out any Entry Form:

- **Department 4: is now Outdoor Education** (formally Forestry & Conservation).
NEW Sections
 - GEO: Geocaching
 - HSS: Survival Skills
- **Department 31: Dairy-** New Classes have been added and some Class numbers have changed. Please review the department carefully before completing your [Livestock Entry Form](#).

Please be sure to follow the entry rules carefully to ensure your projects are properly entered. Entries that are not properly entered may be subject to disqualification. YOU (member/parent) are responsible for properly entering your project (or reviewing your child's entry form). Club leaders can assist you. If the maximum number of projects entered for a class or department is exceeded, project(s) may be disqualified.

your club leaders for assistance.

If you have questions about how a Shotwell Building entry should be classified, check with the 4-H Office.

Tip: Emailing a picture of the entry will assist us in responding to your question in a timely manner!

Please note that all Animals entering the fairground must have a CVI or Animal Health Certificate. All animals from outside of NJ are required to have a CVI. Many species require additional testing and certifications. Be sure to review the [2023 4-H Exhibit Catalog](#) for your species to confirm what is required.

SHOTWELL BUILDING

Volunteers are needed to assist in setting up the Shotwell Building. We will be dusting off and putting together displays and booths as we set the floor plan for the fair.

Help is needed on Saturday, July 15, starting at 9am, if interested please email Tanya Patrie at patrie@njaes.rutgers.edu or you may [sign up online](#).

The following is the schedule of when specific entries are to be checked in and when display booths may be assembled:

Exhibit Drop-Off Schedule		
Date	Department	Time
Sunday, July 30	<ul style="list-style-type: none">• Forestry & Conservation• Child Care• Home Furnishings Arts & Crafts• Art Ceramics• Needlecraft• Photography• Construction• Hobbies & Collections• Woodcraft Engineering• Clothing	3:00pm-5:00pm
Tuesday, August 1 Wednesday, August 2	<ul style="list-style-type: none">• Club Booth Display• Shooting Sports	3:00pm-8:00pm
Friday, August 4	<ul style="list-style-type: none">• Vegetables• Herbs, Flowers, Fruits	10:00 a.m.

Again, be sure to review the [2023 Exhibit Catalog](#) when filling out the sections and classes on your [Shotwell entry form](#) as there have been many edits to the catalog in the last few years, specifically: Food & Nutrition, Arts & Crafts, Ceramics, Photography, Forestry & Conservation, Fine Arts, and the Needlecraft departments.

Submitted entries must be from the 2023/2023 Program year. In addition, we will be strictly enforcing that no entry may be the result of a school project/assignment. Entries discovered as such will be disqualified.

A [guide to filling out the Shotwell Entry form](#) can be found online at www.sussex4H.org if assistance is needed, or you may contact the 4H office for additional help.

'Notecard(s)' for your exhibit(s) are also welcome. Index cards should be placed with your Shotwell Building entries on display. They answer questions such as, *What I learned while making this project; What inspired me to make/do this project;* etc. These also help the Judges understand the motivation behind each project and the effort that went into each entry, allowing them to award projects accordingly.

PICK-UP OF EXHIBIT ITEMS

Club booths and large exhibits may begin to be taken down and clean up starting at 9:00 a.m. Sunday, August 13.

Members with individual exhibited item(s) by pick up their items at two times:

Saturday, August 12 10:00 pm – 11:00 pm

Sunday, August 13 9:00 a.m. – 10:30 a.m.

Any items left after 10:30 am on Sunday, August 13, will be discarded unless prior pick up arrangements have been made with the 4-H Staff.

A bin will be available for those that would like to donate their ribbons back to the 4-H Program.

If you would like to volunteer to help with breakdown and clean up of the Shotwell Building please sign up at <https://signup.com/go/aguVHCg> or let Dave or Tanya know.

PREMIUMS

Please give a big thank you to **Visions Federal Credit Union**, and the **NJSF/SCF&HS Agricultural Division** for sponsoring this year's 4-H premiums.

Premiums will be issued to leaders for dispersal following the completion of fair duties on the last weekend of the fair.

Premiums are administered by NJSF/SCFHS. In the event a 4-H member does not fulfill their responsibilities, violates 4-H or NJSF/SCFHS rules, or fails to observe the 4-H Code of Conduct, premiums may be withheld.

BARN/CLUB SLEEPOVERS

The NJ 4-H Policy Supervision of Youth will need to be followed to include:

- At least **two** appointed 4-H volunteers must be always present serving as chaperones having completed the appropriate training and background check. One must take the role of Event Coordinator and agree to oversee and be responsible for the event.
- All participants (youth and adults) must complete and sign the 4-H Event Permission Form for Youth or New Jersey 4-H Event Release/Agreement Form for Adults
- Parents, who are not appointed 4-H volunteers, may supervise their own children, but cannot be responsible for other children.

* Note- additional measures may be required

VOLUNTEERING AT THE FAIR

Community service and volunteering to help are part of 4-H. We encourage all to volunteer whenever/wherever possible at the fair. The success of the NJSF®/SCFHS has been built on the contributions of hundreds of local volunteers over the years (including 4-H members, families, and leaders). The following are ways your club as a group or you as an individual 4-H member may *use your hands for larger service* throughout the fair.

4-H AMBASSADOR/INFORMATION TABLE REPRESENTATIVE

DESCRIPTION: Act as an Ambassador for 4-H in the Shotwell Building. Be available to share information and answer questions about 4-H. In addition, share knowledge about the items and exhibits displayed. Help sell 4-H 50/50s¹ and help maintain the cleanliness of the building. Shifts are 2 hours.

**You must be 18 years of age or bring along an adult to help*

DATE: Throughout the Fair

CONTACT: Tanya Patrie (patrie@njaes.rutgers.edu) or Dave Foord (foord@njaes.rutgers.edu) or sign up online at: [4-H Ambassador/Information table sign up](#)

50/50 Sales¹

DESCRIPTION: Assist the Sussex County 4-H Advisory Council in the Sale of 50/50 tickets. Proceeds from the sale support 4-H programming, as well as, 4-H fair ribbons.

**Must be 18 years of age or older*

DATE: As soon as tickets are available and throughout the Fair

CONTACT: Tanya Patrie (patrie@njaes.rutgers.edu) or Dave Foord (foord@rce.rutgers.edu)

¹ *By law you must be over 18 to sell 50/50 raffle tickets. Youth members may not sell tickets.*

CLOVER, THE 4-H ROVER!

DESCRIPTION: Dress up as the lovable, 4-H mascot Clover, the 4-H Rover. Walk around the Fair, greet, shake hands, and pose with fairgoers young and old. Requirements are that you can safely wear the costume and that someone must assist and accompany Clover while roving.

Due to health and safety concerns, we will have a disinfecting spray available for cleaning between appearances.

DATE: Throughout the Fair

CONTACT: Tanya Patrie (patrie@njaes.rutgers.edu) or Dave Foord (foord@njaes.rutgers.edu)

AG DIVISION FOOD BOOTH

DESCRIPTION: Help with food prep, serving and other activities related to managing the Food Booth for the Agricultural Division of the Fair. Profits from the food booth are used to support animal project activities at the fair. This is a great opportunity to meet 4-H members from other clubs, as well as, gaining work experience. Shifts are 10am-2pm, 2pm-6pm, 6pm-10pm daily.

**You must be 13 years of age or older to volunteer behind the counter (liability concerns).*

DATE: Throughout the Fair

CONTACT: Contact Nadine Olsen via email olsenn@embarqmail.com to volunteer for a shift.

AG DIVISION FARM FUN

DESCRIPTION: Help with facilitating and supervising the fun activities of Farm Fun in Barn 6

DATE: Throughout the Fair

CONTACT: Donna Meisinger (862) 268-0805.

SNOOK AGRICULTURAL MUSEUM

DESCRIPTION: Supervising children while they use a corn shell-er and corn grinder. Must be at least 14 years old. Working behind the counter of the old time General Store. Sweepers for the porch and building.

DATE: Throughout the Fair

CONTACT: Barbara Cashen at bcashen@ptd.net

4-H SPONSORED/RELATED ACTIVITIES SCHEDULED FOR THE FAIR

The following are fun and/or educational 4-H events scheduled to take place during fair week. Many are open to the public, but some are for specific 4-H Members. For more information, please contact Dave or Tanya at the 4-H office, (973) 948-3040.

Sussex County 4-H STEM Club Combat Robotics Challenge

Saturday (8/5), B.O.A. BBQ Pavilion

This year, the Garden State Combat Robotics League in coordination with the Sussex County 4-H Stem Club will be hosting its first event at the New Jersey State Fair, August 5th at the Board of Agriculture BBQ Pavilion. This all day event will have Antweight, Bettleweight, and Plastic Antweight. This is an "Open" type competition. 4-H STEM and robotics clubs that enter will be competing against adult teams.

4-H Market Animal Sale

Tuesday (8/8), 7 pm, Livestock Arena

4-H members learn to raise, show, and sell their livestock. This is the culmination of a 4-H member's daily commitment in feeding, housing, and care of their project animal, whether a steer, lamb, pig, goat, or rabbit. If 4-H members successfully raises a market animal evaluated as Excellent, they earn the privilege to sell their animal at the live auction. The goal is for 4-H youth to gain an understanding the finances of raising livestock.

Aim to Survive Shooting Sports Demos

Wednesday (8/9)-Saturday (8/13), 12pm-6pm, B.O.A. BBQ Pavilion

Join the Aim to Survive 4-H Club to participate in their Shooting Sports Demonstrations. Those in 4th grade and up will be test their shooting accuracy at our air rifle range. Cloverbud youth (K-3rd) will be able to test their skill at our modified archery range.

Summer Blossom's Open Garden

Thursday (8/10) 6:30pm-8pm, Located behind Farm Fun Building

Join the members of the Summer Blossoms 4-H Clubs for a tour of their club garden located on the Fairgrounds behind the barn portion of the Conservatory. Use the Vet Check entrance roadway to access the garden entrance. See that beautiful flower and vegetable plants they have been growing all summer long.

Lois Chammings' Best of the Best Awards

Thursday (8/10) 6:45 pm, Livestock Arena

The Chammings Award is given in recognition of outstanding skill and mastery in projects exhibited in the 4-H Shotwell Building during the Fair. One could say it is the top prize for static (non-animal) exhibits. Top honors are given out in the following areas: Plants/Horticulture, Fine Arts/Photography, Sewing/Construction, Crafts/Hobbies, and Foods.

4-H Round Robin

Thursday (8/10) 7:00 pm, Livestock Arena

4-H members who win the Senior or Junior showmanship honors in one of the following shows: 4-H Alpaca, Beef Cattle, Dairy Cattle, Dairy Goat, Meat Goat, Horse, Poultry, Sheep, Small Animals, and Swine are automatically entered to participate in the Showmanship activity. Participants will receive a quick lesson on showing each animal and then are required to demonstrate what they have learned. The quickest Senior and Junior learners with the best skills will receive a \$50 check.

A time proven strategy for success is to travel barn to barn and learn how to show different animals from fellow 4-H'ers! Animal representatives should be available in their species barn on Thursday from 5:30 to 6:30 demonstrate showing their species and answer questions.

Love on a Leash's 4-H Seeing Eye Dog Training Demonstration

Saturday (8/12) 6:00 pm, Livestock Arena

Please join the *Love on a Leash* 4-H Club for a Seeing Eye Dog Training demonstration held in the Livestock Arena beginning at 6:00pm. 4-H youth and volunteers will be showing the basic commands and behavior involved in training seeing eye puppies for The Seeing Eye Inc. of New Jersey.

4-H CODE OF CONDUCT

This should be review with your members and their family the 4-H Code of Conduct. Parents, members, and volunteers have agreed to behave in accordance with the 4-H Code of Conduct when signing permission forms and registration forms for the fair. The "Code" appears on all fair registration forms, and have also digitally signed the agreement when enrolling/re-enrolling in 4-H Online at the beginning of the project year. The Code of Conduct represents a standard of behavior for all volunteers, 4-H members, and their parents.

For most, the "Code's" requirements do not seem stringent or unreasonable. It asks all members of the 4-H community (parents, leaders, and members) to practice consideration for others, good sportsmanship, and honesty. None of these should be difficult to observe, they should come naturally.

Everyone should remember that at the fair an individual represents not just his or her club, but also the *whole* 4-H program. How leaders, parents, and members behave reflects on all of 4-H. This is not just *in the ring* or during competition but everywhere. People generally have a very positive impression of the 4-H program. They read, hear and may have even seen 4-H clubs doing community service or marching in a parade. They come to the fair each year expecting to see 4-H'ers demonstrate their skill, expertise, and poise. The positive behavior demonstrated by 4-H'ers is part of the reason people return to the fair year after year.

While good behavior reinforces people's impression of 4-H, it only takes one bad incident to embarrass the whole program. Unfortunately, people generalize so when they see bad behavior by one person, they associate it with the whole group.

Participating in the fair is not just about *individuals*. It is a celebration of your entire club, and what everyone in the Sussex County 4-H community has achieved. During the fair, check out what other clubs have done. Take time to recognize what others have done whether they're new members just starting out or long-time members demonstrating skills they've learned over their years in 4-H. We have a big program in Sussex County; take some time to see what 4-H means to others.



New Jersey 4-H Code of Conduct

The primary purpose of the New Jersey 4-H Code of Conduct is to ensure the safety and well-being of all participants at 4-H sponsored events and activities. It applies to all participants, with participants defined as 4-H members, their parents/guardians, and volunteers.

As a participant in the 4-H program, I will:

- **Conduct myself in a courteous manner and treat members, parents, 4-H volunteers, Extension staff, judges and others with respect. Appropriate language and behavior are expected at all times.**
- **Respect and adhere to the rules and guidelines of the 4-H program including all those specific to a 4-H event or activity.**
- **Uphold an individual's right to dignity by supporting an environment of inclusion which welcomes involvement of participants from all backgrounds.**
- **Accept supervision and support from county and state 4-H staff while participating in the 4-H program. This includes acceptance of supervision and support from appointed 4-H volunteers coordinating 4-H events and activities.**
- **Obey local, state and federal laws.**

All aspects of the 4-H Code of Conduct and Discipline Policy apply to your social media presence involving 4-H.

Participants who fail to adhere to the New Jersey 4-H Code of Conduct are subject to a range of disciplinary actions. Such actions will be taken in compliance with the New Jersey 4-H Discipline Policy and Procedure. When appropriate, immediate corrective action will be taken at the 4-H event to ensure the safety and welfare of all participants.

I understand if I fail to adhere to the above Code of Conduct, I will be subject to disciplinary action and potentially prohibited from attending and participating in the New Jersey 4-H Youth Development program.

Policy Adopted: January 2013, rev. September 2015