

## How do I attach my FairEntry Cards to Static Exhibits?

*You will receive 2 of the same entry cards per exhibit. At the time of judging, one card will stay with the exhibit and the other will stay with the judge. **DO NOT SEPARATE CARDS BEFORE JUDGING.***

*Please securely attach these entry cards to the appropriate exhibits before coming to the fair or before checking in. You may wish to fold and hole-punch entry forms to attach to some exhibits. If attaching with tape, always use masking tape.*

*Below are some areas that have specific entry card instructions. If you have questions, please contact 4-H Staff.*

**Clothing:** Identification Labels (no straight pins may be used to attach these items). a) Type or print on 3" x 2½" piece of cloth: Class Number, County or District, Name. b) Sew labels on inside of garment (back of neck, center back of waistband, or left end of apron band). Label each piece. c) Place entry form and score card on front left shoulder seam of garment or to the left side of waistband with hanger opening facing to the left, as if you were wearing the garment, so that the hanger opening faces the attached entry form.

**Demonstrations and Illustrated Talks:** Entry cards will not be printed for Demonstrations and Illustrated Talks.

**Energy Management:** Tie entry card (including additional information from exhibitor) to the exhibit with string or fasten the string to the form with masking tape and attach to the exhibit where it can be easily seen. Any project with a complexity of size or electronics must have (a) instructions for assembly and use and (b) equipment available at the time of judging for actual testing of the exhibit.

**Entomology and Geology:** Tape entry card to the outside of the top end of one box. For Geology Exhibits, please include the Geology Photo Release Form.

**Fiber Arts:** In addition to the entry card, type or print on 3" x 2 ½ "piece of cloth: class number, county or district, and exhibitor's name; b)Sew or safety pin this ID label on the corner of flat articles; c) For garments, attach ID label to the front left shoulder seam, of left side of waistband, as if you were wearing the garment. The exhibitor should also attach an index card, no larger than 3" x 5", with the entry form to give the judge any information on what parts of the exhibit they made, processes used, or other information which the exhibitor thinks would be helpful to the judge. For all items please indicate if item was made from a kit. For knitted and crocheted items, please indicate fiber content and specifically if they are made of at least 90% wool.

**Foods and Nutrition:** Carefully secure the entry card and recipe to the outside of the wrapped exhibit. Do not wrap forms in plastic. The exhibitor is encouraged to attach a 3" x 5" index card with the entry card to give the judge any information which the exhibitor thinks would be helpful for the judge to know. Attach gummed label to bottom of plate or cardboard. Label should contain: Class Number and

Name, Product, 4 H member's Name, and County or District. Complete recipes with ingredients and instructions must be attached with the entry or the placing will be lowered one ribbon when judged.

**Foods Preservation:** Punch a hole in the entry card and use a rubber band to attach the entry card and recipe around the top of jars. Each jar exhibited must be labeled with a uniform label placed 1" from the base of jar. You may need to make a label using an adhesive mailing label. The label must not cover brand name of jar. The label must give: Class No, Division, Product, Canning Method, Process Time, Pressure (psi), Month and Year Processed, Name, and County/District. Each exhibit must have the complete recipe and instructions attached with the entry card or it will be lowered one ribbon placing.

**Photography:** The 4-H Photography ID Form must be used and mounted correctly on the bottom front of the matte board and the Entry Label affixed to the Photography ID form. In addition to the ID form, place entry cards in the back of the photo sleeve.

**STEM– Robotics:** Each exhibitor is required to complete the 4-H STEM Robotics Exhibit Information Form. This form must be attached to the outside of a 10" x 13" manila envelope. Written instructions for operation, construction plans, one to three pages of project photographs or a 5-minute CD, DVD, or video presentation, and robot programming information, if applicable should be placed inside the envelope. Exhibitor's name(s) and county or district must be tagged or labeled in a prominent location on the robot, educational display, and/or notebook.

**Visual Arts:** Entry cards should be attached to the exhibit with tape or string.

**Woodworking:** The entry card, plans and all other paperwork should be secured to the project in some manner. Tape is usually not adequate to accomplish this. It is recommended to use a zip top plastic bag with a hole punched through it and using string to tie this to the exhibit. Exhibits with missing or insufficient plans will be lowered one ribbon placing.