



Dear 4-H Club Advisors,

The Ashland County Fair will be here before we know it! This letter is intended to give you information about the booth your 4-H club is planning on setting up in Mozelle Hall for the fair. ***Please read the information carefully and pass it on to your club members and other advisors.***

This year's theme for the 4-H booths is **"Surfs Up."** You must incorporate your club name into the theme to be considered for judging. The 4-H Food & Fashion Board and 4-H FCS Committee will be judging the booths after set-up is complete and awarding a 1st, 2nd and 3rd place booth ribbon to those winners, to be displayed in the booth for the week.

Set-up times this year are:

Wednesday, September 13, 2023	5-9 p.m.
Thursday, September 14, 2023	5-9 p.m.
Saturday, September 16, 2023	9-noon

***** All booths must be completed by 12:00 noon on Saturday September 16*****

The coverings will be put in place over the booths and cannot be opened again until Sunday September 23, 2023 @ 9:00 a.m. No exceptions will be made! Early removal of projects will result in forfeiting of premiums and not being allowed to exhibit at the fair in the future. This is a Senior Fair rule.

Take Down time this year:

Sunday, September 23, 2023 9 a.m. - 1 p.m.

Please note the times and don't come before or after these hours.

- Attached is a sign up sheet for your booth selection. Please return it to the Extension office by Friday, August 11, 2023 (Fair entry deadline). The booths will then be assigned and your club/organization name will be posted in your booth. A master floor plan will also be posted at the info table in the middle of the building during set-up times.
- Bring your own staple gun, scissors, markers, etc. **Do not use heavy duty staple guns** like you use in the barns; the staples go through the walls and injure persons on the other side. We have had several people getting cut badly from people using staples that are too long!!! Use Only 1/4" staples!!! Also remember to remove all staples during take down.
- White background paper is available if you would like to use it.
- Booths are 6 ft. deep and 6 ft. high. Length will be determined by you by your booth selection. Please do not have objects overhanging your booth as to take away from a booth next to you.

- A misc. booth will be available for those clubs with a 5 or less FCS/Still projects that do not wish to put up a booth.
- A 4-H member or youth organization member **must** have something to display in order to receive a premium. This includes group projects, too.
- 4-H members who took clothing projects, must exhibit them-posters or pictures of the garments are not acceptable unless they took one of the non-construction projects. Those projects will need an educational display such as a poster.
- 4-H members taking food projects may display a poster or other educational display representing their project. A collective educational display may be used by the club, but please identify each 4-Her and what food project they took. *No real food should be used in the booth other than canned products.*
- FCS/Still booth packets may be picked up during set-up times at the info table located in the middle of the building.
- There are no electrical outlets available for use in the booths.

Decoration Requirements

The following general guidelines are provided by the Office of the State Fire Marshal for use in connection with fire safety concerning decorations at fairs:

1. Paper or cloth suspended or shown in any manner for use in decorations or other purposes shall be specially treated with materials to render them flame-resistant. Commercial flame retardants are suggested. Flame-resistant treated crepe paper may be obtained through reputable paper dealers, although it is not recommended.
2. Decorative materials such as cotton batting, straw, dry vines, leaves, trees, corn stalks, artificial flowers or shrubbery and foam plastic materials shall not be used for decorative purposes in a building in such a quantity as to constitute a fire hazard. Per 1301:7-703 (G) F-305.1 OFC.

Flame Resistant Solution Recipe

You may want to treat materials used for decorations with the following flame-resistant solution.

7 oz. Borax 3 oz. Boric Acid 2 qts. Hot Water

Dissolve the boric acid by making a paste with a small quantity of water. Add this and borax to the water. Stir until the solution is clear. Warm the solution if it becomes cloudy or jelly-like from standing.

We are looking forward to seeing all of you at the fair and your great displays! If you have any questions, please call the Extension office.

Sincerely,
The 4-H Family Consumer Science Committee