



Winnebago County Fair Association (WCFA)
 Mail: 2892 Ruschfield Drive, Oshkosh, WI 54904
 Email: winnebagoountyfair@gmail.com
 Phone: (920) 685-3013
 Web: winnebagoountyfaironline.com
 Venue: Sunnyview Expo Center, 500 E Cty Rd Y, Oshkosh



President Mike Domke • Vice Pres. Matt Neuman • Treas. Jody Bezio • Sec. Ryan Overton • Officer At-Large: Ryan Krueger



YOUTH ORGANIZATION APPLICATION & ANNUAL RENEWAL for participation in the Winnebago County Fair

The purpose of the Winnebago County JUNIOR FAIR is to showcase the educational programs of Winnebago County's youth organizations through exhibits youth complete as a member of their organization. The County Fair experience helps reinforce youth's education and provide opportunity for reflection through interaction with judges, peers and the public.

Eligibility Requirements:

Youth organizations must have adult leadership and an ongoing educational program that aligns with at least one of the County Fair Departments. Organizations must have been in operation with active youth membership for one year prior to applying to the County Fair.

- refer to WI Legislative Code: Chapter ATCP 160: https://docs.legis.wisconsin.gov/code/admin_code/atcp/140/160/Title
- refer to Winnebago County Fair Rules & Premium Book: <https://winnebagoountyfaironline.com/exhibitors/>

This form is due annually from all participating organizations, by February 15 of the current fair year.
(2022 timelines will be extended based on when new youth organization application becomes available)

This application must be submitted by the Adult Advisor who is in charge of approving adult leadership and youth membership for the organization. For state-wide or national organizations this may be a county-wide, regional or state leader. (For example in the 4-H program, one application should be submitted by the county 4-H Educator - individual 4-H Clubs or Projects do not need to submit individual applications).

- Please submit to Winnebago County Fair, 2892 Ruschfield Dr, Oshkosh, WI 54904
- Or email to winnebagoountyfair@gmail.com

Name of Organization: _____

Mailing Address: _____ City: _____ State _____ Zip _____

Phone: _____ Email: _____

Website: _____ Social Media: _____

Is the organization a 501c3 non-profit? _____ If no, please describe your org status: _____

Adult Advisor/Contact Person:

Name: _____ Role: _____

Mailing Address: _____ City: _____ State _____ Zip _____

Phone: _____ Email: _____

Secondary Contact for the Organization

Name: _____ Role: _____

Mailing Address: _____ City: _____ State _____ Zip _____

Phone: _____ Email: _____

Diversity, Equity & Inclusion

The Winnebago County Fair Association (WCFA) is committed to providing an outstanding event experience with a welcoming and inclusive environment for all community members. The WCFA does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers, partners, vendors, entertainers, event management and provision of services. Every effort is made to accommodate employees, partners, participants and customers with special needs. Contact the WCFA at winnebagoountyfair@gmail.com or 920-685-3013 for information or accommodation requests.

All Youth Organizations participating in the Winnebago County Fair must abide by federal non-discrimination and civil rights laws in hiring, volunteer recruitment, membership approval and programming.

Youth Organization Membership

All Youth Exhibitors must be a **member “in good standing”** of an approved youth organization.

- A member “in good standing” means a member who has followed the rules of, paid any required dues, and met all goals for their local organization.
- Youth must be enrolled in their youth organization by January 31 in order to exhibit at the County Fair as a member of your organization. This gives them time to participate in your educational programs PRIOR to exhibiting at the current year’s fair.
- Youth Organizations must notify the Fair by the 4th Thursday in June if they have any youth who are no longer in “good standing” and should not be approved to exhibit at the Fair.

Number of members in your Organization:

of Youth _____ # of Adults _____ Approximate Number of Youth participating at Fair: _____

I will submit our organization’s members by (choose one):

_____ Upload from 4HOnline to Fair Entry by **March 1 (TBD for 2022)**. (automatically allows only enrolled 4-H members to enter in approved 4-H project areas). Upload is initiated by WCFA Fair Entry Coordinator.

_____ Mail or Email a membership list to the WCFA Fair Entry Coordinator by **March 1**.

Please submit with your application for 2022.

(The fair will not accept entries from youth who are not on your list)

Fair Entry for Exhibitors

Exhibitors/families will sign up for their specific fair entries in late spring/early fall using the WCFA’s online Fair Entry system. Youth Organization Leadership will have the opportunity to review all Fair Entries from their organization prior to final approval by the WCFA Fair Entry Coordinator (specific process to be arranged with each organization)

- Youth Organization Leadership are asked to help provide support to their membership with the Fair Entry process.
- Fair Entry Training will be provided upon request.
- Youth Organizations will be invoiced for their members’ Fair Entry Fees and Exhibitor Wrist Bands. More details will be sent to approved organizations in the spring.

Exhibitor Volunteer Hours

The WCFA is a 501c3 non-profit organization run by a VOLUNTEER Board of Directors. In order to keep costs of the County Fair minimal to participants and provide a quality experience for the public, **ALL youth exhibitors are required to volunteer for the fair**. The WCFA asks that leaders of the youth organization coordinate volunteer hours for their youth exhibitors. Volunteer hours may include (but are not limited to):

- Expo Building set-up, display of exhibits and expo monitoring during fair
- Pen/Stall set-up & tear-down, barn decorations and barn duty during fair
- Public Engagement: Fair promotions, barn decorations, expo displays, working in activity or education stations during the fair, answering questions from the public throughout fair.
- We also have fundraising opportunities available for Clubs/Groups. These may include running a concession or merchandise stand, picking up garbage, parking cars or helping run entrance gates/ticketing. Please contact us to set up a fundraiser for your group today!

TENTATIVE Fair Timelines to be aware of:

(2022 timelines will be extended based on when new youth organization application becomes available)

- Youth must be enrolled in their Youth Organization by January 31
- Youth Organization Fair Application Deadline February 15
 - Fair Board Meeting 4th Thursday in February - Review of Youth Organization applications
 - Youth Organization Membership Lists due March 1
- Premium Book Available: 4th Thursday in April
- Fair Entry Opens: 4th Thursday in May
- Fair Entries Due: 4th Thursday in June (Deadline for notifying WCFA of youth not in "good standing")
 - Approval of Members/Entries: Ongoing thru July 1
 - Fair Entry Changes/Scratches Due: Thursday, July 14
 - Fair Entry Fees Due by: Thursday, July 28
- Fair Set-up: July 26-July 31
- Exhibitor Entry Tags & Barn Cards Available starting Thursday, July 28
- Pre-Fair Judging begins Monday, August 1 (see Fair Rules/Premium Book for detailed judging times)
- Fair Open to Public (charging admission) Wednesday August 3 (9am) - Sunday August 7 (4pm)
- Exhibitor Premium Money (cash) to be picked up DURING Fair beginning Aug. 4
- Exhibit Release/Pick-up (including final pick-up of Premium Money) Sunday August 7 4pm-6pm

County Fair Rules & Regulations

All youth organizations, their leadership, youth members and families must abide by the rules set forth by the State of Wisconsin and the Winnebago County Fair Association (WCFA) when participating in the Winnebago County Fair. The WCFA Board of Directors is the governing authority of the Winnebago County Fair and reserves the right to interpret rules and resolve disputes after consulting with all concerned parties. All decisions of the WCFA Board of Directors are final. Please contact us with any questions or concerns before submitting your Organization's application.

As the Adult Advisor of _____
(name of youth organization)

_____ I have reviewed the ATCP160 rules from the State of Wisconsin

_____ I have read and understand the Winnebago County Fair Rules and Premium Book

_____ I agree to support the WCFA in enforcing all Fair rules with participants, families & leaders from my organization.

_____ I agree to assist the WCFA Fair Entry Coordinator with fair entry and collection of entry fees (this may be delegated to other leaders in your organization).

_____ I agree to coordinate volunteer hours for the youth exhibitors of my organization (this may be delegated to other leaders in your organization).

Signature: _____ Date: _____

WCFA Signature: _____ Date: _____

WCFA Approval Notes: