

So I am showing a livestock (beef, swine or sheep) animal at the Shawano County Fair...

New to the whole livestock show experience? While there have been educational sessions throughout the year to help educate you about the care and management of your project, this handout has been developed to answer your specific questions regarding what to expect from fair entry deadline through the end of the Shawano County fair experience. Remember, if you don't see an answer to your question here, never hesitate to contact either the UW-Madison Division of Extension-Shawano County staff or a member of the livestock county planning committee.

Pre-Fair

1. How do I enter my animals for the fair?

Go to <https://www.shawanospeedway.net/shawano-fair-premium-book> and follow the links for Junior Fair to get specific instructions on this process. If you intend to participate in the sale, don't forget your A, B, C's and enter your Market –A, Showmanship-B, and Carcass-C. Be sure when you enter your market animal to input only one eartag number. You have the ability to change that to another one you indicated as a backup on your contract up through final weigh-in.

2. What other items must I submit by the August 1 deadline?

A. A good quality photo of you with EACH animal you would like the option to show.

a. Features of a good quality photo**:

- i. It is commercially printed (Ex. Walmart, Walgreens, Etc)
- ii. 4X6" landscape
- iii. You are wearing proper show-like attire (no rubber boots, flip flops, tank tops, etc)
- iv. You and your animal are clean
- v. The photo is clear, well lit (not too light or dark) proper distance that we can see your face yet not to close your or your animal's feet or heads are cut off.
- vi. On the back of the photo should be your name (first and last), and the animal's ear tag number.
Please write lightly so you don't indent the photo. use a pen/marker that won't smear.

**If your photo doesn't meet these criteria your first year, you will be given the opportunity to re-submit those that need to be corrected until August 15.

B. The yellow copy of your contract that now indicates which animals are linked to you specifically. This is essential especially for families. The committee needs to know which animals are back ups for who. In other words, if you tagged 9 swine at the beginning of the year and you are one of three siblings, you need to put one name in front of each animal.

3. How do I go about contacting potential bidders?

Feel free to contact anyone your family does business with or anyone you feel you would like to invite. We understand that if you are not in the farming "business" feed stores may not be your first choice. But feel free to ask parent's employer, folks you know who may have a business or even your generous grandparent. We do know by their comments that the personal invitation usually elicits much more positive participation than the mailed invitation because bidders feel more of an investment. You can contact the Extension office staff for a copy of a brochure that can be given to potential bidders. They can print for you or they can send you the master for you to print yourself.

4. What is needed for decorations/animal identification in the barns?

a. In both the beef and sheep barns are display boards for you to use.

b. The boards are 16" high. You can either use them as is, or if you have your own boards you create at home you can simply add hooks to the back to loop them over. Most of the boards will need something to hook over a 2" width of display board. BUT if you are in the middle of the beef barn, you will need $\frac{3}{4}$ " hook. You will also be able to staple into the boards. But please make sure you remove all the staples at the end of the fair. (No screws or nails)

c. The animal ID signs are provided by the Extension office. You can either pick them up prior to the fair from the office in the Shawano County Courthouse in room 109, or get them at the weigh in table on weigh in day. They are also available on Fair Set up day and pre-fair judging day from the red Junior Fair Building. We do prefer everyone to use these ID cards simply for a more uniform look throughout the barns.

Week prior to the fair

1. When can we put up decorations/animal identification items?

Refer to the Blue Junior Fair "Fair Facts" which you will receive each year in July. This has all kinds of helpful tips and schedules included.

2. What is acceptable for bedding? How much do you recommend we get for one stall/pen for during the fair?

- a. Initial bedding is provided and dispersed on the fair set up day.
- b. Beef barn, you can use shavings to refresh daily. There should be enough on the grounds for you.
- c. Sheep and Swine please use only shavings. Plan on using at least ½ bag of shavings per pen per day.
- d. Expectations are that all pens and stalls are clean and ready for viewing by fairgoers no later than 10am. All dirty bedding needs to be hauled to the big dumpsters by the dairy barn. PLEASE do NOT put anything other than bedding in these. That means no bags, paper, string, twine, cups, etc. Remember that farmers are allowing the fair staff to spread on their fields.

The Fair Begins

1. What time is weigh in?

Weigh-in is on Wednesday of the fair beginning formally at 8am. Keep in mind that if you need to come earlier with your animal you can put it in its pen as long as you submit any necessary health paper to the weigh-in staff. Weigh-in ends strictly at 3:30pm. IF you should run into an emergency, please call one of the livestock county planning committee ASAP to work something out. Their contact information is provided in your handouts you received at the beginning of the year or, if necessary, you can reach the Extension Office prior to 4:30pm to get the number you need.

2. Do drivers need a fair entry or parking pass? Since the fair does not formally open until 5pm drivers do not need a pass to get in that day (unless they are returning to the grounds after 5pm).

3. What can I expect on the day of weigh in?

- a. Trucks and trailers line up arriving from the fair entrance off Waukechon Street (by the horse barn) and come around the south end of the track. As you work your way closer to the barns, while you are waiting in line, there will be someone handing out **second animal ship forms** if you haven't already picked one up and need one. Please complete that form prior to unloading so that you can submit it at that time. **As you are next to the east side of the beef barn waiting in line unload any feed and/or other supplies you may have.** Remember, though, to have a driver stay near your vehicle so you don't end up blocking the line should someone stop you to chat. If you can't unload during this time, you will need to haul it up from the parking lot later or bring it in the next morning prior to 10am.
 - i. If you have **beef**, you can unload your animals from your trailers on the north end of the beef barn. Keep in mind there may be others trying to get to the swine unloading area so please try to park to allow others to get past you. Beef are weighed in throughout the day as time allows. Please check with the weigh-in staff to see when you can head over. Beef will be ultrasounded at approximately 4pm. Reminder: for safety reasons beef exhibitors must be able to lead their own animal by themselves over the scale.
 - ii. **Swine** unload on the north end of the swine barn and go directly to the scale after turning in their health papers. They will also be ultrasounded immediately after on their way to their pens. So be ready to follow your pig through the process.
 - iii. **Sheep** can unload on the north end of the sheep barn and go directly to their pens. As with the beef, exhibitors will need to stay around until there is time to fit your animal in to be weighed. As with the swine, you will go directly from the scale to the ultrasound and then back to your pen.
- b. Once animals are unloaded please exit the gate directly in front of you that takes you to Fairview Way. IF you are keeping your trailer at the fairgrounds for the whole fair you will need to park it over by the horse barns. If you need to park it on the grounds for only the day before you take it home that night, you may park in the parking lot in between the fence and the racetrack. You should be parking on the gravel parking lot, not in the grass where fairgoers park. If you park on the grass, you may get towed. If you have further questions on parking that day, talk to the volunteers handing out the paperwork while you wait in line.

4. **Where are wash racks located for beef, sheep, and swine?** There is a wash rack that is shared between all beef, sheep, swine, (and dairy) located on the east side of the dairy barn. Please try to accommodate each other knowing who is planning on showing when so that those trying to prepare for a show are given priority. At this time there is no formal schedule except that all animals and displays must be ready for the public by 10am.
 - a. Beef and sheep are led to this area.
 - b. Swine are either trained to walk over or there are some shaped cattle panels that can be used to “herd” it to and from the racks.
5. **Are we allowed to bring fans for our animals?** Each of the barns is fairly well ventilated but there are some who do feel a need to bring additional fans. The best recommendation is to talk to your species superintendent if you are concerned.
6. **Is there an area designated for fitting for beef and sheep?**
 - a. **Beef** fitting has been set up on the east side of the beef barn.
 - b. **Sheep** fitting is along the fence on the north end of the sheep barn.
7. **When do barns need to be cleaned up by each morning?** All animals and displays must be ready for the public by 10am. This means you are expected to have your animals and bedding clean, fed and watered. Many clubs will work out a schedule so that you can rotate who comes early in each morning. But remember to make sure to do your part. It is not be up to the county planning committee to make sure your animals are ready to go. If you have an emergency, please contact them so they know. It is your responsibility to make sure your animal is well cared for from the moment they arrive until they leave the fairgrounds. This means you should also be checking on your animal throughout the day, especially when it is hot. Failure to do so can result in the loss of premiums, reductions in your sale check or not being able to participate in next year’s fair.
8. **What is the expectation for me to work at the fair? If it is an assigned time, what if I am not there during that time? Can I switch? Do I sign somewhere so you know I was there?** Also in the Blue “Fair Facts”, which you should be received in the mail in July is a listing of when your club or chapter is scheduled to help throughout the fair. If for some reason you are unable to help at your scheduled time, it is your responsibility to contact your species chair to determine another time you can help. When you are done with your assigned job, **MAKE SURE YOU SIGN** the sheet that the person in charge has so that your name is recorded. This is mandatory and will be recorded. Failure to do so could mean the loss of your privilege to sell in next year’s auction.

Time for the Show

9. **When does each species show?** The show schedule is printed in the center of the blue “Fair Facts” as well as the front of the fair premium book.
10. **Is there a show order?** The order of the show is as it is listed in the fair premium book. There will be class weight breaks in the market classes. This specific show order will be posted in your species barn the morning after weigh-in is completed.
11. **What is appropriate show and sale attire for beef, sheep and swine?** As stated in the fair rules **HARD** soled shoes or boots should be worn. Nice pants or blue jeans with no holes, a tucked in shirt, no holes are considered appropriate attire. There should be no writing or advertising on your shirt. Remember you will be active in the show ring and having pants or tops too low can be distracting for you when you have to make sure you look good when the priority should be on the appearance of your animal.
12. **What do I do with my ribbons that I earn throughout the day?** These can be hung above your animal next to your animal ID sign for fairgoers to see.

On to the Livestock Auction

- 13. When is sale order decided?** There is a tentative sale order that is posted online each year no later than August 15th. You can find it on the Shawano County 4-H website: <https://fyi.extension.wisc.edu/shawano4h/fair-information/> This is tentative as we will need to adjust animals to make the sale flow better and when members decide which animal they are showing if they enter multiple species. Members must decide this by final weigh-in.
- 14. When should I be by my animal and ready to go?** Knowing the sale order will help you know when you should be at or near your animal ready to come when you are called. There are about 34 animals per page in the program and the auctioneers try their best to get through a page every half hour. But be ready for something to speed up or slow down. IF you are not present when your number/name is called, you will be moved to the end of the sale. Once they call you, you will directed where to go to get into the show ring.
- 15. When do I pick up my buyer placard to give to him/her?** Immediately after you exit the ring, take your animal safely back to the barn and secure it. Then return to the table near the south end inside the coliseum next to the exit you just walked through with your animal and you will be given your plaque with the picture of you and the animal you sold that you will need to give to your buyer. If you don't know who the buyer is or where they are sitting, feel free to ask at that table and we can help you find them. You will also be given a sale information sign that you will post above your animal acknowledging your buyer and the sale amount.
- 16. Is there a thank-you card to be stapled up in the barn with the name of the business that bought my animal, or do I provide that?** Other than the sale information sign mentioned above, you are not provided with any other thank you. But feel free to do so.
- 17. When are thank-you notes to be handed in by? Where do I do this?**
 - a. As mentioned in the blue handout at the beginning of the year, members are expected to write a well written thank you to their buyers. This letter must state more than "thank you for buying my animal." Remember they just spent a large amount of money and it is well worth your time to tell a little about yourself and what you learned, liked or didn't like about the project and what you plan to do with this donation. Remember that you can start working on that thank you now and just leave room to add any details you wish once you know who bought your animal if you wish to personalize it more.
 - b. Once this letter is written, it needs to be submitted in a STAMPED envelope, but NOT SEALED (as the committee proofs each letter), and addressed to the buyer BY NOON ON SUNDAY. Don't forget to put your name and return address on the envelope! There is a red box just inside the swine barn near the scale where you weighed in that you put the thank you into. After the sale there will also be a listing of buyers with their addresses hanging on a nail above that box.

Almost done, how and when can we go home at the end of the fair?

- 1. When can we take down decorations, take home animals that are allowed to go back home?** We announce when decorations can come down, usually about 3pm. Once animals are loaded, please clean out your pens before heading home.
- 2. Am I responsible to help with load out of sold animals on Monday? If so, when?** You will want to be around to make sure the crew that is actually loading animals knows which animal they are marking to go to which processor. Loading begins around 4pm. But the marking occurs about noon or sometimes a bit earlier. After that, the committee would prefer that you are around to help as needed until the animals are loaded onto the trucks going to processors.
- 3. I have animals going back home. When can I load those?** Usually after the market animals are gone unless there is a gap. This is usually about 4:30-5pm.
- 4. Is the trailer flow any different on Monday than it was on Wednesday?** The traffic flow is the same for loading trailers back up on Monday. Come in off of Waukechon Street. There will be helpers in the parking lot letting you know when there is room to drive up as you will now also be contending with fairgoer traffic.