

Dear 4-H Livestock Member:

The fair is just around the corner, and this letter is being sent to inform you of some important information that you will need to know during the fair.

1. Included with this letter you will find an Auction Animal Information Form (on yellow paper). We ask that each Livestock Member turn this paper in during Livestock Check-in. These should be turned in at the table outside the livestock office by 5:00pm on Sunday, June 8, 2025. Upon turning in your Auction Animal Information Form, you will receive your Back Number and 2025 T-shirt if it was not picked up at static project check-in. Even if you are not auctioning any animals, we need you to turn this in so that we know you are not auctioning anything.
2. **Back Numbers:** These will be picked up from the table outside the Livestock Office during animal check-in. You will use the same Back Number all week long! Don't forget to bring your back number with you when you have your auction pictures taken!
3. **2025 Sale Order:** Beef & Dairy, Sheep, Poultry, Horse & Pony, Llama, Swine, Dairy Goats & Meat Goats, Rabbits. At the beginning of each species, the Grand Champion, Reserve Grand Champion, then ten-year members in random order, then all other members by random order. Auction order will be randomized using the FairEntry System. The auction sale order will be posted outside the Livestock Office. Any and all corrections must be made by Thursday, June 12th at Noon! **No Changes after this time.**
4. **Mandatory Auction Pictures:** You must have your picture taken to participate in the auction. Auction photo times are included on the livestock schedule in this mailing and will be posted outside the livestock office during fair week. Please dress in show attire for your picture. It is your responsibility to get your picture taken. NO picture = NO Auction.
5. Herdsmanship awards are based upon the following: keeping aisles and pens clean, willingness to help others and sportsmanship. The Herdsmanship award is given to beef, dairy, goat, horse, lama, poultry, rabbit, sheep and swine participants. The Livestock Committee Superintendents will select the winners and awards will be presented before the auction on Friday.
6. It is the 4-H member's responsibility to keep their animal pens clean, WATER and FEED their animals EACH DAY.
7. **ALL livestock will be released and sent home from 9am-Noon on Saturday, June 14, 2025.** After the removal of your animals, ALL livestock members MUST clean out their pens and leave pen(s) in the condition the way they were found or \$50 will be deducted from the sale check or a bill will be sent to the 4-H member. If the bill is not paid, the 4-H member will be ineligible to show any livestock the following year.

8. Please send letters to potential buyers for the auction or visit them personally (see the auction buyer letter and flyer included). We need everyone to help publicize the auction. **Please try to invite at least 5 people or businesses to help fill the stands during the auction.**

Wondering who you should invite? Think about businesses in our area and/or businesses your family frequents. Don't forget about businesses that are outside of Jennings County. Some suggestions include: banks, car dealerships, dentists, insurance companies, medical and eye doctors, parents' employers, feed stores, and realtors.

What should you tell them about the 4-H Auction? Include the date, time and location of the auction. Be sure to tell them what your name is and what species you may be auctioning.

Auction Invitations to local businesses are extremely important, but Thank You Cards and personalized ways to exhibit your gratitude are crucial for continuing to keep businesses coming to the auction! In this letter, you will find a page on how to write a thank you card.

9. Bring your own hose and supplies for the wash racks and do not expect others to provide them for you. Free bedding will be provided while supply lasts.
10. This year, each livestock family will receive two (2) parking passes at livestock check-in. These passes will allow you to park in the grass lot behind the livestock barns, space permitted. Please enter the back gate and have your parking pass displayed on the dash of your vehicle. The parking attendants will then allow you to park in the back lot instead of trying to send you up front. Also, there will be no parking along the east side of the Swine Barn, Livestock Show Arena and Cattle Barn. These spaces are reserved for Handicap parking and Fair Volunteers. This year, those entering the fairgrounds will be asked for a donation. Hopefully, your parking pass will keep the attendants from stopping you each time you enter the fairgrounds.
11. Health Papers are not required; however, all animals must be healthy and free of any diseases. Your animals will be inspected before you are allowed to unload; therefore, unloading procedures will remain the same as in the past.

Please contact the Extension Office if you have any questions at 812-352-3033.

Sincerely,

The Jennings County 4-H Livestock & Auction Committee