

# 2010 OHIO STATE FAIR CREATIVE ARTS

## GENERAL GUIDELINES AND INFORMATION

### DISALLE CENTER HOURS

July 28 – August 7, 2010 .....9am-9pm

August 8, 2010 .....9am-6pm .....Last day of Fair - building closes at 6pm

August 9, 2010 .....10am-8pm .....Release of items first come first serve (see details below)

August 10, 2010 .....12pm-8pm .....Release of items first come first serve (see details below)

**Remaining items will be disposed of by Fair Management**

## ENTRY INFORMATION

### *Eligibility*

- You are **not** required to win at a county fair in order to enter at the Ohio State Fair.
- **New in 2010 – up to two entries per class** is allowed (unless noted in Division Notes). Entries must have been created within the last two years.
- **New in 2010 - exhibitors must be 11 years of age** or older as of January 1<sup>st</sup> of the current year (unless otherwise noted in the specific divisions).
- Exhibitors must reside in the state of Ohio to be eligible to compete.
- Professionals are prohibited from entering (unless otherwise stated within the specific divisions).
  - Definition of a professional (non-food divisions): It is income/career based a person who makes their general salary from the arts and crafts industry.
  - Definition of a professional (food divisions): A person who prepares and sells food to the public for profit through **any** food establishment, catering or home based operation.

### ***Fees - SIMPLIFY YOUR LIFE – ENTER & PAY ONLINE, it's easier and faster, and you can take comfort in knowing it's done!***

- For those few not entering and paying online, make checks payable to Ohio State Fair, and payment must accompany the signed exhibitor form.
- Youth Arts Division 3800 will not be assessed entry fees; however, an admission ticket is required to enter the gate from July 28-August 8, 2010. **Please note beginning in 2011 Youth Arts exhibitors will be assessed the same fees as all other Creative Arts exhibitors.**
- The exhibitor fee for Creative Arts competition is \$10.00 plus \$1.00 per entry fee.
- For late entries received June 21<sup>st</sup> – June 30<sup>th</sup>, the exhibitor fee is \$50.00 plus normal entry fees. Entry forms will not be accepted after June 30.
- Exhibitors may enter Culinary Arts (Division 3200) on the day of the competition for \$60 per contest.
- Exhibitor fees and entry fees will not be refunded for cancelled/non-exhibiting entries.
- Overpayments of less than \$5.00 will not be refunded.
- Ohio Expositions Commission Dishonored check policy – Checks dishonored at any financial institution for any reason will be charged a \$30 service fee. This fee, along with the amount of the dishonored check, must be paid to the Entry Department before an exhibitor can be entered in any competition.

### ***Entry Deadline - SIMPLIFY YOUR LIFE - ENTER & PAY ONLINE, it's easier and faster!***

- Entry deadline is June 20<sup>th</sup> (for those few not entering and paying online, your entry must be postmarked by this date).

- To make an entry, simply click on “Online Entry Registration” (located in the same area as these Guidelines). However, for those few not entering and paying online, you will need to send the exhibitor form and check to the address listed below.

### ***Entry Department***

- Entry information (i.e. tags and a letter) will be mailed in July. Upon receipt of the mailing, please confirm all information. If there are inaccuracies, please contact the Entry Department (listed below).
- Questions regarding entry (i.e. forms, fees, claim/entry tags, admission tickets/parking passes, etc.) should be addressed to the Ohio State Fair/Entry Office at [b.prince@expo.state.oh.us](mailto:b.prince@expo.state.oh.us) or 614/644-4052.

### ***Completing the Exhibitor Form - SIMPLIFY YOUR LIFE - ENTER & PAY ONLINE***

- However, for those few not entering and paying online, please complete the Exhibitor Form legibly; the exhibitor’s signature is required on the entry form.
- The division and class numbers must be listed. **Check for current competition division and class numbers before completing the exhibitor form or online registration.**

### ***What Can and Cannot Be Entered***

- Items entered for competition must be your own work (unless otherwise stated in the division), and completed anytime during July 2008 – July 2010 (unless otherwise noted in the specific divisions). Antiques, appraisals, collectibles and table settings are considered possessions, rather than handwork.
- Please refer to specific divisions for a listing of items that may be entered.
- Exhibitors are encouraged to enter multiple classes
- Only items listed on the exhibitor form may be shown.
- Articles previously exhibited in the DiSalle Center will not be accepted for display.
- Unless noted in the competition notes/guidelines, items entered in the wrong class will be disqualified.

### ***Display Requirements***

- Entry tags must accompany each entry and should be securely attached. If a single entry includes more than one piece, the exhibitor must label each piece in a set (example: 1 of 3, 2 of 3, 3 of 3, etc.).
- Once an item has been accepted for judging, it will remain in the building until that exhibit/contest closes. If an exhibitor does not leave items on display, all premium dollars and prizes are forfeited. (Except Fashion Arts Style Show divisions and Antique Appraisals not receiving awards.)
- To maintain a proper and fair judging process, exhibitor’s names should not be visible on item(s).
- The name and address portion of the entry tag will be covered during judging.
- Exhibitor must not deface entry tags in an attempt to mark them with emblems or decals that might be recognizable by a judge (i.e. rubber stamps, passes, etc.).

### ***Disqualification***

- Disqualified items will not go on display. Exhibitors of disqualified items will be notified by phone and a pick-up procedure will be determined.
- Items deemed, by Fair management, as inappropriate and/or in poor taste.
- Items not meeting specified size requirements or restrictions as indicated in specific divisions.
- Damaged and/or unclean entries.

- Professional and/or non-professional status, refer to specific divisions for clarification.
- Items entered in previous years.
- Items made before date of eligibility (refer to specific division).
- Items deemed by judges that are not up to class standards.
- Exhibitors are not allowed to interfere with the judging process or Creative Arts staff. Violators will be asked to leave immediately and their entry disqualified.
- Exhibitors attempting to influence the judges will forfeit prize monies and be disqualified.

## DELIVERY AND PICK UP

### *Delivery*

- Exhibits will only be accepted on the designated date and hours listed at the competition description. This information is also listed on the Delivery Schedule calendar (also online).
- Please bring a completed Insurance Declaration Form and any other form(s) required for the competition(s) entered.
- **ALL FORMS MUST BE TYPED.** Entries will not be accepted if the required forms are not typed. **All forms are online and can now be filled out (typed) online, and then printed.** We're trying to make entering at the Ohio State Fair fun, easy, and convenient.
- Upon arrival, your entry will be measured according to your competition for acceptability. Entries will not be accepted if over the maximum measurements.
- ***Prefair Deliveries*** (July 17 through July 27) - Exit I-71 at 17<sup>th</sup> Avenue and go west. You will pass the Ohio State Highway Patrol Academy at Velma Avenue turn right. The DiSalle Center will be on your left. Turn left into the gate entrance. Enter the double doors marked for DELIVERY.
- ***Fair Deliveries*** (July 28 through August 8) – Exit I-71 at 17<sup>th</sup> Avenue and go west. When you arrive at the Fair's parking plaza, travel in the left lane to the parking booth. Show the attendant your Gate 2 Unload/Load parking pass (this pass will be mailed to you by the Entry Department in July along with your exhibitor tag). Proceed to Gate 2 and show the attendant your Gate 2 Unload/Load parking pass. All exhibitors will be required to pay admission. You will have 15 minutes to deliver your exhibit. You will then move your vehicle and pay \$5.00 to park in the main parking lot for all Fair patrons. This same procedure will be used for all culinary competitions that have drop off dates during the Fair. NOTE: All exhibitors will be required to pay admission each day of the Fair.

### *Shipments*

- Exhibits may be shipped prepaid and should be addressed to: Ohio State Fair/Creative Arts, 717 East 17<sup>th</sup> Avenue, Columbus, OH 43211.
- Exhibits should arrive the week of July 12 -16 and should include a list of articles being submitted along with exhibitor's name and address.
- A check (for return postage) **MUST** accompany the above shipment IF the Ohio State Fair is requested to ship the item back to the exhibitor. Items will **NOT** be shipped back without receiving a prepaid (postage) check/money order.
- Items being returned cannot be delivered to a post office box.
- Make the return postage check payable to the Ohio State Fair.

### *Pick-Up Procedures*

- Exhibitors are required to pick up their entries on **Monday, August 9<sup>th</sup> from 10am-8pm or Tuesday, August 10<sup>th</sup> from 12pm-8pm** on a first-come basis both days.
- If exhibitor requests that someone pick up his/her items, a letter of authorization and claim tag is required.

- Exhibitors must enter through the lobby doors (that face **west** toward the Sky Glider) and proceed immediately to the auditorium to sign in and wait until their name is called.
- When the exhibitor's name is called, a staff member will escort exhibitor (and only the exhibitor; all others will be required to wait in the auditorium) to designated areas to collect entered items. If you are picking up a large number of entries, it is strongly suggested that your claim tags be sorted by exhibit hall to minimize time spent locating entries.
- When items are collected, the exhibitor will be required to sign and date the exhibitor release sheet (confirming that all entries have been picked up) and exit through the **north** door.
- Culinary and Baking Arts entries will be disposed of and ribbons will be mailed. First, second and third place ribbons may be picked up any time during the Fair from a staff member.

## JUDGING

- At the discretion of competition organizers and/or judges, awards may not be given if the quality of an entry is not deemed deserving of an award. Judging is based on recognized standards of quality, skill and workmanship. Exhibitors who are honored with an award from the Ohio State Fair know that it is because their entry was judged as a quality entry by qualified and impartial judges, and it is an honor to *win* at the Ohio State Fair.
- Classes having only one exhibit item, may or may not be awarded a first place ribbon.
- No person shall act as a judge in any division where a family member is competing. Volunteers exhibiting may not work or assist judging in the division/class of entry.
- Judging guidelines are listed in the specific divisions.
- Judge's decisions are final.
- Judging results will NOT be given out over the phone.
- Judges will select the Best of Show winners from first place winners only. Judges reserve the right not to award a Best of Show.
- Judging competitions are closed to the public unless otherwise stated in the specific divisions as open judging.

## AWARDS/PREMIUMS

- Awards are available through the generosity of many companies and individuals, which are listed within the divisions and the Sponsor board. Please help us thank our sponsors through your patronage of their businesses.
- Exhibitors eligible for division awards, special awards, or culinary ribbons, should remember to request award(s).
- **All monetary awards will be paid by check after the Fair. *The State's policy is to make payment within 30 days.* Exhibitors who do not receive monies by September 30<sup>th</sup> should notify the Entry Department (listed previously). All checks are void 90 days after they are issued and will be considered an automatic forfeit of dollars if not cashed during the 90 days.**
- Gifts and gift certificates will be distributed at the conclusion of the Fair.
- The IRS requires us to report winnings for exhibitors winning over \$599. You will be contacted by the Entry Department should this be needed.
- The State requires that if a payment to an exhibitor is not received (i.e. missed, lost in the mail, etc.) and it becomes necessary to request a new payment, a W-9 and Vendor Form will then be required in order to process the new payment.
- Premium awards are subject to change without notification.

## POLICIES AND PROCEDURES

**Indemnification** – The Ohio State Fair management reserves the final and absolute right to interpret the rules and regulations and to arbitrarily settle and determine all matters, questions, or differences in regard thereto, or otherwise arising out of, connected with, any incident at the Ohio State Fair. It further reserves the right to determine unforeseen matters not covered by these rules, to amend or add to these rules as in its judgment it may determine, to withdraw all premium offerings in all departments/divisions should any emergency exist and circumstances demand it. Exhibitor agrees to indemnify and hold harmless the Ohio Expositions Commission, its members, officers, employees, agents, and sponsors for damages, costs, loss or any other claims arising from or related to exhibitor's participation in the Ohio State Fair.

**Conduct** – While on the grounds of the Ohio Expo Center, exhibitors shall conform to socially acceptable standards of conduct as determined by the Ohio Expositions Commission or the State Highway Patrol. The Ohio Expositions Commission and the State Highway Patrol reserve the right to remove any exhibitor from the Ohio Expo Center for engaging in socially unacceptable behavior, illegal activity, or any other conduct, which might endanger the health, welfare, or safety of any other person on the premises.

### **Protests and Appeals**

- Protests must be made in writing, signed by party or parties making the protest.
- Protests shall be submitted to the General Manager no later than 12pm the day following the competition/issue. If the protest involves an issue on items judged prior to the opening of the Fair, the protest shall be submitted no later than 24 hours after the beginning of the Fair.
- Any party making a protest shall submit a fee of \$100 which will be retained by the Ohio Exposition Commission if the protest is not sustained.
- The General Manager shall hold a meeting regarding the protest at which time the party making the protest may present evidence or argument in support of the protest.
- A written decision of the General Manager shall be final and shall be served by mail on the party making the protest within ten days of the date on which the protest was heard.

### **Rule Violations**

In the question of a rule violation, the following due process will be used: Fair officials will question the exhibitor and/or parties involved. If a violation is believed to have occurred, Fair officials will make recommendations to the designated committee member(s) of the Ohio Expositions Commission.

After the committee hears the case, and Fair officials have presented recommendations, they will decide if the case should be brought before the full Commission. In the decision of a case being brought before the Commission, all parties involved will be notified of a hearing date with all parties having the right to present their case. Upon hearing the case, the Ohio Expositions Commission will make a ruling.

If/when the Ohio State Fair management has satisfactory evidence of a violation of rule(s), the exhibitor and/or exhibitor's family may be barred from showing in any future Ohio State Fair. There is a three-year waiting period before the exhibitor is allowed the right of review. In the case that premium dollars have been awarded to an exhibitor in violation of a rule, the Ohio State Fair management will require the exhibitor to refund all premiums, trophies, awards, and ribbons under such violation. Unless fraud and/or deception are involved, all placings stand.

## RISKS

- Creative Arts staff will monitor and make every effort to protect displayed items; however, items will be displayed at the risk of the exhibitor. Where possible, exhibits will be displayed in locked cabinets.
- An Insurance Declaration Form is required for each item. Exhibitors are asked to either establish insurance coverage for their item(s) or sign a release and waiver of liability to the Ohio Expositions Commission. If insurance coverage is obtained, exhibitor must declare the value of the insured item(s).

## PHOTOGRAPHS

By entering online and/or signing your entry form, you are allowing the Ohio State Fair permission to use photographs at the Fair's discretion, without compensation or further approval.

## ADMISSION TICKETS/PARKING PASSES

- ALL exhibitors are required an admission ticket to deliver exhibits during the Ohio State Fair July 28 through August 8, 2010.
- Parking passes will allow the exhibitor to enter a specified gate and park in preferred parking spaces on a first-come basis. Vehicles entering the Ohio Expo Center grounds with a pre-paid parking permit will be admitted at no additional parking charge and may leave and re-enter at no additional parking charge. Vehicles without the prepaid permit must pay \$5.00 each time entering the Ohio Expo Center grounds and must park in the main parking lot for all Fair patrons.

## REMEMBER TO...

- **ENTER AND PAY ONLINE, it's easier and faster. You can take comfort in knowing it's done!**
- However, for those few not entering and paying online, complete all required forms for each division entered. An Entry Form per exhibitor is to be used for all entries.
- Entries in Antique Appraisals Division 3001 and Department 3800 Youth Arts are the only divisions that require different entry forms. See Antique Appraisal Exhibitor Form and Youth Entry Form, both are available online.
- The entry deadline is June 20<sup>th</sup>. Entry forms and money must be postmarked (not received) by this date. Remember metered mail is not acceptable.
- Late entries (June 21-30) require a late exhibitor fee of \$50.00, plus the normal class fee. Exhibitors may enter Culinary Arts (Division 3200) on the day of the competition for late entry fee of \$60.00 per contest.
- Again, for those few not entering and paying online, checks must be made payable to the Ohio State Fair and mailed to **Ohio State Fair/CA**, 717 East 17<sup>th</sup> Avenue, Columbus, OH 43211.
- **An admission ticket is required for each person every day of the Fair.** If you leave and plan to return the same day, please request a hand stamp at the exit gate.
- Parking Passes
  - Each exhibitor may purchase only one six-day parking pass (\$40.00).
  - An additional parking pass that may be purchased is the twelve-day parking pass (\$75.00).
  - Parking in a designated area is always on a first-come basis. If the designated area is full, the pass allows for general parking.

- Premium/Best of Show/Cash Awards paid by the Ohio State Fair (amount following class information within the divisions) are processed and mailed at the conclusion of the Fair. The State’s policy is to make payment within 30 days. Exhibitors who have not received premium/award money by September 30<sup>th</sup> should immediately notify the Entry Department.

**CONTACT INFORMATION**

Delilah Hetterscheidt, Creative Arts Director.....[d.hetterscheidt@expo.state.oh.us](mailto:d.hetterscheidt@expo.state.oh.us)  
 419-768-3102 home prior to 07/12/10  
 614-644-4019 DiSalle Center office (07/12/10 – 08/11/10)

Barbara Prince, Entry Office.....[b.prince@expo.state.oh.us](mailto:b.prince@expo.state.oh.us)  
 614-644-4052

Mary Ann Taylor, Special Events Secretary.....[m.taylor@expo.state.oh.us](mailto:m.taylor@expo.state.oh.us)  
 614-644-4040

Deborah Hochbein, Director of Special Events.....[d.hochbein@expo.state.oh.us](mailto:d.hochbein@expo.state.oh.us)  
 Customer Service/Hotel Partners  
 614-644-4043

**CREATIVE ARTS FORMS**

Please read the complete competition description.

**All FORMS MUST BE TYPED**

**Name of Form.....Submit if Entering**

- 2010 Recipe Form..... Baking Arts, Culinary Arts, some Food Preservation Arts classes, some New Competitions and Nutritious & Delicious divisions
- Antique Appraisals Exhibitor Form..... Antique Appraisal Division 3001
- Brown Bag Design Form ..... Nutritious and Delicious Division 4001
- Christmas Tree Decorating Competition ..... Handmade Arts Division 3502
- Creative Arts Entry Form..... Divisions 3002-3700, 3900 and 4000
- Fashion Arts Style Show Description Form ..... Fashion Arts Divisions 3302-3307
- Insurance Declaration Form..... Submitted with each entry not a food item
- Quilt & Wall Hanging Description ..... Needle Arts Division 3710
- Tablescaping Description Form ..... Handmade Arts Division 3509
- Youth Arts Entry Form ..... Duck Tape Float Division 3902 Class 1 and Youth Arts Department 3900