

# Instruction for Jr. Fair

## SPONSORSHIPS



Questions? Cathy Cunningham 330-329-6938 or Kelsey Sedlak 330-633-6200 or email Sam Owen at [summitcojrfairboard@gmail.com](mailto:summitcojrfairboard@gmail.com)

**To support your Jr. Fair Department and pay for fair fees, we have a SPONSORSHIP program set up. All sponsorships are in a brochure or online at [www.summitfair.com/jrfairsponsorships.html](http://www.summitfair.com/jrfairsponsorships.html). Brochures are available in the fair office and we will be getting them out to your club meetings as well.**

### Steps to Sell.

- 1) Approach a business, family member or friend with the sponsorship brochure
- 2) Once you sell a sponsorship enter it on your record sheet, fill out the google form (only one sponsor/ad per google form). Your sponsors can fill out their own google forms and pay at the end.
- 3) Payment - at the end of the google form you can pay by credit card OR you can collect check or cash and that must be turned into the fair office or to your advisor to be turned into the fair office. Please note on the check or a note with cash 4-Her Name and which ad this is paying for.  
CHECKS MADE OUT TO : Summit Co Jr. Fairboard
- 4) Logos - these can be uploaded when you fill out the google form or can be emailed to [summitcojrfairboard@gmail.com](mailto:summitcojrfairboard@gmail.com). If you are having a hard time receiving the information from the business email us and we will be able to follow up with the business.
- 5) The head 4-H advisor for each club will have access to look at the google forms.

**PLEASE LET US KNOW BY EMAIL OR PHONE IF YOU NEED AN ASSITANCE.**