August 21, 2018

TO: Kansas State Fair Fashion Revue Volunteers

FROM: Jodi Drake, Pratt County FCS Agent

 Ethel Schneweis, Ford County FCS Agent

 Diane Mack, Northeast Area 4-H Specialist

RE: Kansas State Fair 4-H Fashion Revue Judging

 September 15, 2018

 Hutchinson Community College Fine Arts Building, 600 E. 11th, Hutchinson

 Public Revues - 4-H Encampment Building on the Fairgrounds

**Committee: Line-up Contestants for Judging** – arrive by 7:40 a.m.

 Committee Members: Carol Ann Crouch, Kristin Penner, Brice Gibson, Christy Reel, and Andrea Burns

Thank you for volunteering your time to help with the Kansas State Fair Fashion Revue.

1. Check with registration for no shows. Be sure to tell clerks and judges of any no shows.
2. Line up contestants for judging. You may need to check dressing rooms or registration to find someone. Keep groups together and on schedule.
3. Contestants will be scheduled in small groups of 5 or less. They will go in together and be judged individually.
4. Do not let contestants leave the judging room until the clerk has notified contestants of purple ribbon call backs. Please mark call backs on your sheet as well. Someone will get the information from you for the call back list in the lobby.
5. Remind contestants to go directly to the stage for practice as soon as they are finished being judged.
6. Take completed judging forms to tabulating room.
7. You will need copies of each division line-up. These will be available that morning.
8. Line up contestants for call-back / champion judging.

We will be bringing schedules and pens for your use. If you think of other supplies you will need, please contact one of the tri-chairs listed above.

If you need to contact someone on September 15 please call Diane Mack’s cell phone at 785-770-7935. We will not take a lunch break on September 15 and will plan to be finished around 12:30 p.m. Snacks will be available for helpers in the hospitality room.