

**Section 1**  
**HOW TO ENTER THE FAIR**

1. Read this handbook for the exhibitor, giving special attention to Local and State Rules.
2. After selecting the division and class you wish to enter, carefully study the special instructions under the DEPARTMENT and DIVISION headings.
3. Obtain your ENTRY FORM for each department you wish to enter. USE A SEPARATE ENTRY FORM FOR EACH DIVISION (for example, one for Horse Show; one for Pies, and another for Quilts, etc.)
4. Fill out all applicable spaces on the entry form. IF YOU NEED ASSISTANCE, CONSULT THE FAIR OFFICE AT (707) 895-3011.
5. ENTRY FORMS must be turned in to the fair office by the entry closing date listed under Local Rules and in the index. (NOTE: Entry closing dates vary for different departments).
6. Entry forms may be faxed to the Fair Office at (707) 895-3011 or emailed to [mcofair@pacific.net](mailto:mcofair@pacific.net) only if no entry fees are required.
7. EXHIBITOR TAGS must be picked up in the APPROPRIATE BUILDINGS WHEN EXHIBITS ARE BROUGHT TO THE FAIRGROUNDS.
8. See Local Rule 19, "Release of Exhibits", for the removal of exhibits at closure of, or after the fair.
9. Each exhibitor is responsible for the accuracy and correctness of his/her entry form, and awards could be disallowed in case of errors. The fairgrounds staff is happy to be of assistance and can be contacted weekdays between 9:00 a.m. and 4:00 p.m. (lunch 12:00 p.m. to 1:00 p.m.) by phone or in person. New exhibitors are especially encouraged to ask for assistance.

**Support Your Local Fair!**

Go online at [mendocountyfair.com](http://mendocountyfair.com) to **enter online**, for additional entry forms and copies of this premium book.