



## Marion County Special Interest Project Auction (SIPA) Guidelines

*Created by the Marion County 4-H Advisory Committee Updated: 1/30/2024*



Who: 4-H/ FFA members who qualify (see below)

What: Auction for special interest projects (non- livestock)

When: Friday, July 5, 2024; 4:00pm (Following the Pie Auction)

(Entry deadline: Wednesday, July 3, 2024 at 4:00pm at the Jr. Fair Board office)

Where: Picnic Pavilion

### Expectations for the Special Interest Auction:

- 1) Increase in project completion.
- 2) The number participants and buyers will grow as the SIPA continues each year.
- 3) Buyers are contacted and some may specifically come just for the SIPA. This gives alternate businesses/ buyers an opportunity to support the Fair on a smaller scale.
- 4) The SIPA will be held on a different day than the livestock sale. This SIPA will not take away from the livestock sale.
- 5) The SIPA is not about the value of the item being auctioned but a donation to the child's effort.

### Participants:

- 1) Participants in the SIPA is open to any 4-H or FFA member who meets the following criteria:
  - a) Not selling a livestock project in any Jr. Fair Livestock sale this year.
  - b) Has exhibited a special interest clothing, food, nutrition or FFA crop/shop project in the current year's fair.
  - c) Received an "A" grade on the project.
  - d) Turns in an auction entry form by the deadline to the Jr. Fair Board Office.
- 2) Each participant must personally sell their own project. **Only the exhibitor that completed the project can sell the project.**
- 3) SIPA entry forms are due to the Jr. Fair Board office by Wednesday, July 3, 2024 at 4:00pm.
- 4) Participants must be present at 4:00pm, at the Picnic Pavilion. Participants will have auction item in hand.
- 5) Items offered for auction must be related to the exhibitor's project, be of excellent quality and be appropriate for a wide range of buyers.
  - a) Auction items must be at least 60% handmade, raised, or in some way created by the exhibitor.
  - b) The Sr. Fair auction committee reserves the right to deny participation in this auction to any items deemed inappropriate, of poor quality, or due to be absence of the exhibitor at auction time.
  - c) You may choose to offer the exact item you have made for judging in the auction. For example: a cedar chest. If you choose to part with the item, you have created this is acceptable. In some cases, you will need to recreate an item, related to your project, specifically for the auction. For example: cake decorating, you may choose to make a cake to auction or if you have sewn an outfit for yourself, it only fits you. Remember this is an auction, there is no price guarantees. If you do not want to part with the item for whatever price it brings, do not offer it for sale.

### 4-H Advisory Committee:

- 1) 4-H Advisory Council- Special Interest Project Auction committee members:

- a) Maggie Breeding
  - b) Megan Beltz
  - c) Melissa Dean
  - d) Ryan Criswell
  - e) Cheryl Crawford
  - f) Breanne Pytlarz
- 2) Flyer and entry form will be printed front and back to promote.
  - 3) 4-H Advisory Council will promote the auction to the community.
    - a) During judging to families and participants. Each participant will be handed an entry form.
    - b) Participants will invite friends and family to the SIPA.
    - c) Sharing with 4-H Clubs as members enroll in projects. (Will share out as soon as approved by Sr. Fair Board.)
    - d) Present at Rotary and other community groups to gather buyers. SIPA will also be promoted via social media, radio, etc. (Will also promote Livestock Sale.)
  - 4) Pictures of special interest project participants will be taken the day of judging.
  - 5) Committee will collect entry forms from participants and organize.
    - a) Will have a list of all participants and projects the morning of the SIPA. The Sale list will be in alphabetical order. This will be printed and shared with buyers during the auction.
    - b) Each participant will have their picture on board to give to the buyer of their project during the SIPA.
  - 6) SIPA items will not be displayed before, during or after the auction.
  - 7) Committee members will be present during the auction, to do the following:
    - a) Have a table set up with committee members present to pass out SIPA Sale List and get contact information for bidders.
      - i. Basic contact information for bidders will be collected such as: name, address, phone, email, and company name. No bidder number will be given.
        - This information will be kept promoting the auction next year and send invoices. Information can also be shared with participants to send an additional thank you card.
        - Have a sign for buyers stating that invoices will be sent out following the SIPA by the Sr. Fair Board office- no payments will be taken day of auction. (Or added to the SIPA Sale List that is handed out.)
    - b) Double check that participants are present and lined up in order as well as double check auction item.
    - c) Write name of winning bidder next to each participant's name.
  - 8) Buyers will not be given "free" entry into the Fair.

Sr. Fair Board (SFB):

- 1) The Sr. Fair Board Auction Committee will handle all payments for the SIPA from bidders.
- 2) SFB will host Special Interest Auction immediately following the annual Pie Auction.
- 3) SFB will have a professional auctioneer host the SIPA.
- 4) SFB will add participant guidelines (above) to the Fair book.
- 5) SFB will send out invoices to all bidders at the conclusion of the SIPA.
- 6) SFB will keep 2% of all proceeds from the auction to go toward the Jr. Fair Building Improvement Committee fund.
- 7) SFB will pay 2% of all proceeds from the auction to the 4-H Advisory Committee for their general funds.
- 8) SFB will disperse payments to all participants no later than 4 weeks after the completion of the Special Interest Auction.