



CHECKLIST FOR EXHIBITING LARGE MARKET ANIMAL SPECIES

(Market Beef, Market Goats, Market Sheep, Market Swine)

Rev 41023

This is meant to be a checklist of important dates and activities to help you navigate AgFest...it is not a replacement for the official AgFest 2023 guidebook. Please make sure that you read and understand the rules and information contained in the guidebook as they govern the event and any information there will supersede this checklist.

General

Exhibitor Eligibility and Requirements

- All Exhibitors of large market animals must be aged 9 as of January 1st and be a member of 4H, FFA or Grange, or be an independent who has followed the requirements and due dates established in the 2023 Independent Record Book (can be downloaded from the AgFest website under AgFest 2023). Exhibitors are eligible to compete/exhibit through December 31st of the year they turn 19 years of age.
- You may exhibit 2 market animals but only one may sell. If one of your animals is awarded Champion or Reserve Champion, that animal must sell. If both your animals are awarded Champion or Reserve then the higher placing animal must sell.

Ownership Date and Bill of Sale Requirements

- Make note of ownership deadlines for your specie
 - Market Beef - MUST OWN YOUR ANIMAL BY FEBRUARY 8th
 - Market Goats – MUST OWN YOUR ANIMAL BY APRIL 11th
 - Market Sheep – MUST OWN YOUR ANIMAL BY APRIL 11th
 - Market Swine - MUST OWN YOUR ANIMAL BY APRIL 11th
- Ownership must be in exhibitor's name
- Bill of Sale must state the date the animal was purchased, the permanent ID# of the animal, the breeder's name and contact information, and the purchase amount
- NEW FOR 2023** – Market Swine are required to include a Certificate of Compliance for Proposition 12 with their Bill of Sale – Farm Animal Confinement must be provided either on or attached to the Bill of Sale. Requirements for the statement have been outlined in the document "Understanding Proposition 12 – Farm Animal Confinement and how it affects exhibitors at AgFest 2023" published on the website under AgFest 2023. Exhibitors who breed their own market animals must also comply with the requirement on their Born and Bred statements they provide in lieu of a Bill of Sale.

YQCA Certification

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- Sometime between January and April 1st, complete your YQCA Certification Course and retain your YQCA certification #. This number will be required to complete your online entry.

January/February

- Work with your leader or advisor to begin identifying potential breeders to purchase your animal from.
- If you will be financing your market animal project, begin the application process. Information on interest-free loans available for your projects can be found on the website under General Info, Exhibitor Resources
- Be sure to secure a Bill of Sale from your breeder that meets the requirements outlined above.
- Read the Guidebook for information relevant to your specie – the appropriate Department for your market specie, Junior Livestock Rules, Auction Rules, Check in Times and Show dates.
- If you are 13 years of age or older and are interested in joining the Junior AgFest Committee, review the Committee Handbook and complete an application. Information can be found on the AgFest website under AgFest 2023. Meeting dates will be published on the website and through text alerts.

March

- **March 15th - INDEPENDENT EXHIBITORS** – Independent Exhibitors must turn in Parent/Exhibitor/AgFest agreement.

April

- **April 15th - FARM TO FORK SCHOLARSHIP APPLICATIONS** - due for graduating seniors or 1st year college students. Information and application can be found on the AgFest website when 2023 materials are available
- **April 20th – May 9th - ONLINE ENTRIES THROUGH BLUE RIBBON** - complete your online entry through the Blue Ribbon online entry system. A link to the entry system will be published on the website once it opens. Here are some tips:
 - When creating your account – be sure that your **name is spelled correctly, enter your mailing address and include Apt# or space #** if applicable (**the address you enter is where your auction check will be mailed**).
 - We do not need your SS#, enter 000-00-0000 when prompted.
 - When prompted for PREMISE, you can leave it blank.
 - When prompted to UPLOAD, you can ignore this. There is no need to upload anything as part of your entry.
 - Be sure to enter the correct **YQCA #** - this is a requirement for all livestock entries.
 - Enter the appropriate department for your specie
 - Market Beef is Dept 29 enter your 4H, Grange or FFA Class, \$20.00 per market animal
 - Market Goats is Dept 30 enter your 4H, Grange or FFA Class, \$20.00 per market animal
 - Market Sheep is Dept 31 enter your 4H, Grange or FFA Class, \$20.00 per market animal
 - Market Swine is Dept 32 enter your 4H, Grange or FFA Class, \$20.00 per market animal
 - Enter Showmanship for your specie – there is no charge for entry.
 - You will be charged a \$3 Processing Fee and a \$3 Insurance Fee. If you have entered correctly, your entry fee will be more than \$6. (Example...\$20 entry fee for market swine + \$6 for processing and insurance fees = \$26)
 - Before checking out, go to items/checkout, click on the green button PRINT/REVIEW RECEIPT. Use the printout to review your entries and make sure they are correct before completing the payment process.
 - Be sure to click the REVIEW FAIR RULES option and read the rules before completing your entry.
 - Check your email for your entry – review that you are entered in the correct classes. If there is an issue send an email to agfestlvstck@gmail.com Print your email for verification that your animal was entered.
- **Month of April – BUYER LETTERS** - Get your buyer letters ready to send out to potential Buyers – See the website under Auction Info, Buyer Letters for more information and tips on creating the best buyer letter

- **Month of April – UNIFORM** – Check the guidebook for uniform requirements for your organization or independents. It is advised that you pick up any uniform items during the month of April...as fair season approaches, they become more and more difficult to find.

May

- **May 16th – June 1st - ORDER YOUR PARKING/RV SPACES** – Weekly Parking, Wall Parking and RV Spaces will be sold through the AgFest Website. If you do not purchase a weekly parking pass you will pay the daily parking fee at the gate. Wall Parking has limited spaces available. More information will be published on the website and the sales period approaches.
- **Month of May – CREATE YOUR STOCKSHOW AUCTIONS PROFILE** - Sign up on www.stockshowauctions.com website for the ONLINE PLATFORM for your specie. Tips:
 - Remember there are 3 Platforms – SWINE, REPLACEMENT HEIFERS and LIVESTOCK.
 - If you are raising MARKET SWINE – Sign up under Market Swine
 - If you are raising MARKET BEEF, MARKET GOATS, MARKET OR MARKET SHEEP - Sign up under LIVESTOCK Review the AUCTION – ONLINE PLATFORM on the website for information on signing up.
 - If you are showing 2 Market Animals and they are the same species, just enter once. If they are different species, then enter the specie you anticipate selling.
 - It is important that you create your profile at this time – changes can be made to it but entering at least your basic profile is important for auction planning. Once it is created, you can edit your profile and add or change photos and descriptions at any time.
- **Month of May – AGRICULTURE EDUCATION SCHOLARSHIP APPLICATION** – The Ag Ed Scholarship program is a great way for people or businesses to donate to your youth agriculture project(s). To be eligible to receive donations, you must submit an online application. Information about the Ag Ed Scholarship program can be found on the website under Get Involved, Sponsor an Exhibitor. Links to the online application will be published in May.
- **Month of May – MAIL/HAND DELIVER BUYER LETTERS** - Send out your buyer letters to potential buyers. Be sure to hand sign your letters and include Add on Information, Ag Ed Scholarship information, Auction date and time, and your name and contact information.

June

- **Date TBD – EARTAG PICKUP/TURN IN BILLS OF SALE** – 4-H, FFA, and Grange - one leader/advisor is to pick up the ear tags for large market animals per club/chapter. Independent exhibitors can pick up their own. All animals must be tagged with AgFest ear tags prior to check in. **Bills of sale must be turned in at ear tag pickup**
 - **REMINDER FOR SWINE EXHIBITORS – Make sure you provide the Certificate of Compliance with Proposition 12 with your Bill of Sale**
- **June 1st – June 10th – PREPARE YOUR ANIMAL FOR AGFEST** – Clip, bathe, and affix ear tag to your animal in preparation for AgFest. See guidebook for clipping requirements.
- **June 5th - PICK UP PARKING/RV PASSES** – RV and Parking passes purchased online will be available at the June 5th General Meeting
- **June 8th – 17th – AgFest week** – be sure to check relevant dates and times for your specie. Here are some highlights:
 - **CHECK-IN**
 - Check all rules for Clipping and be sure animal meets clipping requirements prior to check in
 - Be sure animal is tagged with AgFest ear tag
 - **MARKET BEEF:** Be sure to have your Yellow Transportation Slip and Bill of Sale at Check In
 - **WEIGH-IN** – Re-weighing of Market Animals will only be allowed when the first weight is taken below the minimum or above the maximum weight for your specie. Exhibitor must state to the weighmaster immediately after the initial weight and request a reweigh. The 2nd weight must be taken immediately after the initial weight – and animal must be held in view of the weighmaster. 2nd weight is FINAL. No Exceptions.

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- **SHOWMANSHIP** – Be sure to check to see if you are listed on the Showmanship pages. If not sign up at the livestock office **within an hour of check in.**
- **MANDATORY MEETING FOR ALL EXHIBITORS AFTER CHECK IN** – See Schedule for time for your specie
- **MARKET CLASS** - Overall Champions will compete at the Championship Drive on Tuesday night
- **WINNING ADVANCED SHOWMANSHIP** – – Let the livestock office know within an hour of winning showmanship – that you will/will not be competing in Master Showmanship. If competing, complete your Market Bio and turn into the LIVESTOCK Office and check the schedule for check-in and competition location and time.
- **2nd ANIMAL** - Get release from the livestock office for all 2nd animals and let them know which animal you are taking home that is not in the sale. All Non-Sale animals must leave the grounds by 8 AM on Thursday, June 15th.
- **AUCTION**
 - Check the Auction catalog to be sure that you are listed both in the Catalog and ONLINE with the correct Lot # (Double check your name spelling as well)
 - Be sure to be ready in line from your lot # for the sale
 - Be sure to help at least 30 minutes in the auction ring after you sell your animal/before you sell if you are later in the sale.
 - Be sure to clean out your pens completely before leaving.
 - All projects that sell through the auction are subject to the 6% commission fee

July

- **CHECKS** – AgFest will issue checks to exhibitors within 45 days of the sale or when payment is received from the buyer. Be sure to send thank you notes to each of your buyers and donors.