



**PO BOX 94 ~ 515 W Orchard Ave. ~ Hermiston, OR 97838  
Phone - (541) 567-6121**

Thank you for your interest in applying for the historical Umatilla County Fair Court. The Fair Board has placed a significant emphasis on our Fair Court members and their role as ambassadors for the County in the coming year. This is a pivotal moment for the Umatilla County Fair as we move to the new facilities at the Eastern Oregon Trade and Event Center. The 2017 Fair Court will have a once in a lifetime opportunity to be a part of this exciting transition.

Selected fair court applicants are expected to prepare and present a 3 minute speech for an interview panel, describing their interest in serving as a member of the Umatilla County Fair Court and to convey why they would be the best person to represent the fair and the County.

No equine experience is expected or necessary to apply. Applicants must reside in Umatilla County and must be enrolled in **9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade** or homeschool equivalent AND must be between the ages of 14 and 19 at the time of application submittal.

Umatilla County Fair Court members have a unique opportunity to represent Umatilla County and the fair not only during fair week in August, but at parades, luncheons and many other functions throughout Eastern Oregon and Washington in 2017.

Attached you will find a copy of the 2017 Fair Court Expectations & Guidelines Agreement and Fair Court Application. **All applications are due to the Umatilla County Fair Office, no later than 5:00 pm. Friday, November 18, 2016.**

We look forward to receiving your completed application, letters of reference, photograph and signed agreement. If you have any questions, please feel free to contact the Office of the Umatilla County Fair – (541) 567-6121.

Sincerely,

Angie McNalley, Office Manager  
[angie.mcnalley@umatillacounty.net](mailto:angie.mcnalley@umatillacounty.net)  
UMATILLA COUNTY FAIR



515 W. Orchard Ave.  
PO Box 94  
Hermiston, OR 97838  
Phone: 541-567-6151 Fax: 541-567-8115  
Email: angie.mcnalley@umatillacounty.net

## 2017 Umatilla County Fair Court Expectations & Guidelines Agreement

### Introduction:

Every Umatilla County Fair Court member becomes an ambassador of the highest ideals of the people of Umatilla County. The expectations and guidelines listed below have been developed to create a fulfilling experience for each court member. The court's schedule will be organized by the Umatilla County Fair Court Chaperone who will answer directly to the Umatilla County Fair Board. The Fair Court will report directly to their chaperone and will always have access to the fair office and the Umatilla County Fair Board.

### Expectations and Guidelines:

Along with the honor of being selected as Umatilla County Fair royalty, there are certain guidelines that must be followed in order to fulfill your Fair Court commitment.

- The Fair Court program is open to young people who live in Umatilla County and are enrolled in the 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup> grade or homeschool equivalent AND must be between the ages of 14 and 19 at the time of application submittal.
- Any commitments such as public appearances, publicity, endorsements, gifts, photographs etc... must have specific approval from the Fair Court Chaperone and Fair Board, prior to any court member's participation or acceptance.

### Schedule and Activities:

While serving in official capacity, activities and time will be organized by the Fair Court Chaperone. The Court and their family members are expected to cooperate with fair management, staff and volunteers, members of the public, coordinators, event hosts and Chaperones. All official Court appearances and activities will be supervised by the Fair Board appointed Chaperone(s).

Activities will begin with the first Fair Court/Fair Board meet and greet in December 2016 and end with a final appearance at the annual Fair Appreciation Dinner early in 2018. Activities include contact with local schools, parades, luncheons, meetings, County appearances, Chamber of Commerce events, radio shows, community holiday events and all Umatilla County Fair functions. All efforts are made to schedule events on weekends but occasional evening and weekday obligations occur. All schedules are subject to change but notice will be given as far in advance as possible.

Court members must be available to serve as the official host of the Umatilla County Fair August 8<sup>th</sup>-12<sup>th</sup>, 2017. Court members are required to be present at the fair for all five days and can expect to spend at least 12 hours each day in official capacity. At the conclusion of official events or appearances, the court member will only be released to legal guardians unless prior arrangements have been made between parents and the Fair Court Chaperone

Court duties must be a priority for the duration of the court member's reign and families are asked to please consider scheduling vacations, etc. around the Court schedule. Chaperones need to ensure that court members competing in 4H/FFA, sports, horse shows, jobs, or other athletic events during their reign, make their Fair Court related activities a priority. Communication between the court member and Chaperone(s) is imperative. The Fair Court Chaperone(s) will make scheduling arrangements for court members who wish to exhibit during fair. The Chaperone(s) will provide a schedule of meetings and appearances. Absences must be approved through the Chaperone(s).

### Attire and Appearance:

All Court members will arrive at least 30 minutes ahead of the scheduled event, with hair/makeup/clothes ready. There will be times where prep is scheduled and conducted as a group prior to the event. The Umatilla County Fair will furnish all of the required clothing for the Fair Court. The court member will have their clothing cleaned and/or pressed between events. Some type of official attire will be worn at all court appearances and is not permitted to be worn outside of these activities. All attire is assigned and coordinated by the chaperone. Minimal makeup and jewelry may be worn and all court members will have their personal appearance reviewed and approved by the Chaperone(s) before each event. *If a Court member is relieved of their duties or resigns prior to fulfilling the full duration of the commitment, they are responsible to reimburse the Umatilla County Fair for all UCF provided attire and accessories.*

**Conduct:**

While at the fair or participating in official activities, court members will not smoke substances of any kind, chew tobacco or drink alcoholic beverages. Cellular phone and use of other electronic devices will be limited. There will be no public displays of affection amongst the court members or otherwise. No visible tattoos or excessive visible body piercing or unnatural hair dye. Courtesy and respect of volunteers and fellow court members will be expected at all times. It is important to understand that if accepted into the Umatilla County Fair Court, individuals become ambassadors of the Umatilla County Fair and of Umatilla County itself, whether on or off "duty" and are expected to conduct themselves with dignity. Bullying or harassment of any kind from court members or parents is prohibited and will be dealt with accordingly. If necessary, the immediate removal of a court member from an event is at the discretion of the Fair Court Chaperone(s) and/or a Fair Board Member. Consequences for missing appearances and for misconduct, will be determined by the Chaperone(s) and the Fair Board. The removal of a court member from the Umatilla County Fair Court *program* will be decided by the Fair Board.

**Costs:**

There will be *some* costs associated with the court program. Court members may need to purchase items such as their own makeup, some jewelry and/or accessories, scrapbooks and dry-cleaning. At times the court may decide as a group, to secure clothing and/or accessories that are not part of their official attire or required clothing provided by the Umatilla County Fair. These types of optional items are not budgeted by the county and will be the responsibility of the members themselves, keeping in mind that all items must be approved whether they are supplied by the Umatilla County Fair, or paid for by the court members. Travel (fuel)/meals will be at **members own expense**. Court fundraising opportunities may cover *some* meal and travel costs. Please see Chaperone for details. The Court Chaperone(s) will advise the Court in advance as to whether or not a meal will be provided. During fair week, each member of the Umatilla County Fair Court will receive vouchers for one meal per day (up to \$10.00 each day), redeemable at participating Umatilla County Fair concessions vendors.

**Application Process:**

**Each applicant is required to submit their completed application to the fair Office by 5:00pm on Friday, Nov. 18<sup>th</sup>, 2016 along with this signed agreement.** If selected for an interview, staff will contact applicants to schedule an interview time. (see Court Application for details). Interviews are conducted by a small panel of individuals ranging from Fair Board members, local business owners, county employees and/or past court program participants. During the interview process, each applicant will be asked to present a 3 minute speech describing themselves and their interest in serving on the Umatilla County Fair Court. All applicants will be notified whether accepted or not, within the 2 weeks following the application deadline.

**Agreement of Acceptance:**

**Applicant:**

I have read, understand and accept the above stated expectations and guidelines which apply to all members of the Umatilla County Fair Court and to myself, should I be selected to serve on the fair court.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE

**Parent/Guardian:**

I have read, understand and accept the above stated expectations and guidelines as a parent/guardian of a Umatilla County Fair Court applicant. I understand the role of the fair court chaperone and that scheduling, supervising and managing the court program and my child's involvement will be the responsibility of the coordinators listed above.

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE



# 2017 UMATILLA COUNTY FAIR COURT APPLICATION

**ELIGIBILITY:** Umatilla County Resident  
Enrolled in 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup> grade, or homeschool equivalent  
AND must be between the ages of 14 and 19 at the time of  
application submittal.

**MAIL or DELIVER APPLICATION TO:** Umatilla County Fair  
515 W. Orchard Ave.  
PO Box 94  
Hermiston, OR 97838  
541-567-6121 Fax: 541-567-8115

**\*\*APPLICATIONS DUE TO FAIR OFFICE BY 5:00 PM November 18<sup>th</sup>, 2016\*\***

**APPLICANT NAME:** \_\_\_\_\_

**PHYSICAL ADDRESS:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

(If different from Physical Address)

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**HOME PHONE:** \_\_\_\_\_ **AGE:** \_\_\_\_\_ **GRADE:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_ **CELL PHONE:** \_\_\_\_\_

**ARE YOU CURRENTLY EMPLOYED?** \_\_\_\_\_ **If Yes, WHERE:** \_\_\_\_\_

PARENTS OR LEGAL (custodial) GUARDIANS:

<u>Name(s)</u>	<u>Address</u>	<u>E-Mail</u>	<u>Cell or phone</u>
_____	_____	_____	_____
_____	_____	_____	_____

**PERSONAL REFERENCES:**

List TWO Personal References not related to you:

1. Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

2. Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

- **SUBMIT TWO LETTERS OF REFERENCE WITH YOUR APPLICATION.** (suggested sources for references: teachers, administrators and/or employers.)
- **PLEASE ATTACH YOUR PICTURE WITH THE APPLICATION** no larger than a 5"x 7". These photos are for face recognition purposes but may be posted on the county website. These photos will not be returned.



The goal of the Umatilla County Fair Court program is to form a connection with the public at diverse social and community events. **No horse experience is necessary** for these types of events.

All applicants will be judged by an interview panel and scored by a point system. Parent(s)/Guardian(s) may be interviewed as part of the process. Parents will be notified if their presence is requested.

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**\*\* APPLICATIONS DUE TO FAIR OFFICE BY 5:00 PM, FRIDAY, NOVEMBER 18, 2016.  
ALONG WITH THE SIGNED 2017 EXPECTATIONS & GUIDELINES AGREEMENT\*\***

**SUCCESSFUL APPLICANTS:**

IF SELECTED FOR THE INTERVIEW PHASE OF THE APPLICATION PROCESS, APPLICANTS WILL BE CONTACTED AND ASSIGNED AN INTERVIEW TIME FOR THE AFTERNOON/EVENING OF **TUESDAY, NOVEMBER 22<sup>nd</sup>**.

AFTER THE INTERVIEW PROCESS, THE SUCCESSFUL APPLICANTS AND THEIR PARENTS WILL BE NOTIFIED AND ASKED TO JOIN THE UMATILLA COUNTY FAIR BOARD FOR AN INFORMAL MEET & GREET LUNCHEON AT 12:00 NOON AT THE UMATILLA COUNTY FAIRGROUNDS ON ONE OF THE FIRST 3 SATURDAYS IN DECEMBER. THAT DATE HAS NOT BEEN CONFIRMED YET. THE SHORT LUNCHEON WILL BE FOLLOWED BY AN INFORMATIONAL MEETING WITH THE FAIR COURT CHAPERONES, THE INCOMING COURT MEMBERS AND THEIR PARENTS AND SOME OF THE 2016 UMATILLA COUNTY FAIR COURT PRINCESSES.

**Umatilla County Fair Court  
Agreement Statement**

We, \_\_\_\_\_ and \_\_\_\_\_  
Parent(s)/Guardian(s) Applicant

fully understand the commitment required to serve on the 2017 Umatilla County Fair Court and agree to abide by the Expectations & Guidelines and participate in the associated activities set forth by the Umatilla County Fair Board from December 2016 through the Fair Appreciation Dinner in early 2018.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Legal Guardian Signature: \_\_\_\_\_ Print: \_\_\_\_\_

Legal guardian's relation to applicant: \_\_\_\_\_ Date: \_\_\_\_\_