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Hermiston, OR 97838  
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**\*\*Deadline extended to 10am, Monday, November 4th, 2024.\*\***

## 2025 Umatilla County Fair Court Expectations & Guidelines Agreement

**(This document and application are posted at [www.umatillacounty.net](http://www.umatillacounty.net))**

### Introduction:

Thank you for applying for the 2025 Umatilla County Fair Court! Every UCF Court member is an ambassador for the Umatilla County Fair and for Umatilla County as a whole. The goal of the Umatilla County Fair Court program is to build confidence, leadership skills and memories for each participant and for the girls to be the extended connection between the public and the Fair throughout the year.

The ladies who serve on the court will become a cherished part of UCF history as have all the ladies before them. This is an honored position that has a lasting impact and creates unequalled, long-lasting memories.

### **This is not an equestrian court.**

The expectations and guidelines listed below have been developed to create a fulfilling experience for each court member. The court schedule will be organized by the Umatilla County Fair Court Chaperone who will answer directly to the Umatilla County Fair Manager. The Fair Court will report directly to the Chaperone. The Chaperone and Fair Manager are in constant contact and the Fair Manager reports to the Fair Board and to the County Commissioners.

### Qualifications:

- The Fair Court program is open to young ladies 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> grades or homeschool equivalent **AND** must be ages 14 to 19 at the time of application submittal.
- Candidates can not have a criminal record.
- Candidates can not live with their significant others and must agree to not living with them for the duration of their term on the Fair Court.
- Candidates and parents, must be available to put the Fair Court duties **FIRST**, above all other activities and personal events. Flexibility is required as unforeseen last-minute changes to the official schedule, may occur.
- Candidates must be able to afford certain expenses for meals, makeup, grooming supplies and clothing dry cleaning.
- Must have transportation to and from events unless otherwise arranged by the Fair Court Chaperone.

### Rules & Expectations

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.

**Covid-19 precautions will be implemented if required, for the safety of Fair Court participants and their parents.**

#### 1. Donations/Endorsements:

- a) Any commitments such as public appearances, publicity, endorsements, gifts, photographs etc... must have specific approval from the Fair Court Chaperone and Fair Manager, prior to any court member's participation or acceptance. Any fundraising efforts will be conducted as a group, and *for* the group and will only be coordinated through the Fair Court Chaperone.
- b) Each Court member and their parents must agree to assist in the fundraising process as outlined by the Chaperone. This includes set up and clean-up/tear-down.
- c) The UCF logo may not be used anywhere, or on anything without approval from the Fair Manager via the Chaperone.

#### 2. Events:

- a) 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 other court chaperones. All official Court appearances and activities will be supervised by the Fair Board's appointed Chaperone or her approved substitute (usually a court parent).
- b) Activities will begin with the first Fair Court/Fair Board meet and greet in December 2024 and end with a final appearance at the annual Fair Appreciation Dinner early in 2026. All efforts are made to schedule events on weekends but evening and weekday events do occur. It is impossible to give a firm schedule of appearances, until the season progresses and more dates are confirmed. This is why it is necessary for the participants and parents to be available on short notice.
- c) Court members are required to be present at the fairgrounds from Aug. 6<sup>th</sup> through Aug. 9<sup>th</sup> 2025 and can expect to spend at least 10 hours each day in official capacity, beginning early in the morning. The Fair Court Chaperone will make reasonable scheduling adjustments for court members who are exhibiting livestock during the fair, IF a fair schedule is given to the Chaperone in time to do so.

- d) Upon arrival to an event, Court members must be ready with hair/makeup and in their official attire. There will be times where prep is scheduled and conducted as a group prior to the event so the Chaperone will set the arrival times.
- e) If Court members do not arrive in the correct attire or style as instructed by the Chaperone, they will not participate in the event.
- f) If Court members are late they will not participate.
- g) 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. Each Court Member must check in and out with the Chaperone upon arrival and following each event **prior** to leaving the event.
- h) Boyfriends/significant others are not to accompany Fair Court members or their families during official functions. This includes travel to and from the function.
- i) **Court duties must be a priority for the duration of the court member's reign** and families are asked to schedule vacations, appointments and outings around the Court schedule. Court members competing in 4H/FFA, sports, horse shows, jobs or other activities during their reign, **must make their Fair Court activities a priority above all else.**
- j) Communication between the Court member and Chaperone is imperative. The Chaperone will communicate directly with the Court members. Each Member is responsible to relay accurate information to their parents in a timely manner along with any changes or updates. The Chaperone will provide the schedule and all instructions.
- k) Absences must be excused by the Chaperone well in advance of the scheduled event. Unexcused absences can result in the participant's exclusion from other events and/or their removal from the Fair Court.
- l) If some, or all of the Fair Court members wish to stay at an event on their own time following their official duties, the arrangements must be presented to the Chaperone and approved at least 3 days prior to the event. Court members must change out of their Court attire if approved to stay on their own time.
- m) A parent may be asked to drive the Fair Court trailer (float) through the parade. If driving for the Umatilla County Fair in any capacity, a current, valid US drivers license is required. Parents who interact with the Fair Court are subject to a Umatilla County Fair Volunteer background check.

### 3. Attire and Appearance:

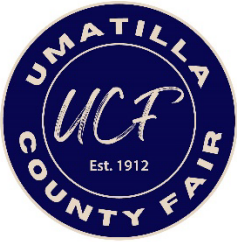
The Umatilla County Fair will furnish all of the required clothing for the Fair Court.

- a) The court member will have their clothing cleaned and/or pressed between events.
- b) Some type of official attire will be worn at all court appearances and is **not permitted to be worn outside of these official activities.** This goes for accessories, jewelry, purses, boots etc.
- c) All attire and styling is assigned and coordinated by the Chaperone. Minimal makeup and jewelry may be required and all court members will have their personal appearance reviewed and approved by the Chaperone before each event. *If a Court member is relieved of their duties or resigns prior to fulfilling the entire commitment, they are responsible to reimburse the Umatilla County Fair for all UCF provided items.*
- d) The Chaperone will ask for each member's correct clothing, hat, and boot sizes. Please make sure to provide accurate information/measurements or members/parents will need to purchase replacements.
- e) If clothing becomes too tight or too large, lost or stained; the court member/parents must pay to replace the item(s).
- f) Approved makeup is to be purchased by each court member and an appropriate amount is required to be worn at all official appearances. The Chaperone will provide the colors, an affordable brand and items to purchase. If court member has sensitivities to the assigned brand, they must notify the Chaperone to approve another brand prior to purchasing. The Court will receive instruction by a skilled make-up artist or equally qualified volunteer, to assist with make-up application in the beginning months.
- g) If accepted, Court members may not alter their appearance from what they looked like at the time of their interview, unless they are specifically asked to do so by the Chaperone.
- h) Nails are to be manicured and clean at all times with clear or light pink polish, a reasonable length matching the other participants and in a natural shape. No pointed tips.
- i) Hair is to remain the participant's natural color and must not be altered aside from an occasional one- or two-inch trim. Event hairstyles will be assigned by the Chaperone.
- j) Excessive lashes are not allowed. Any alterations to your natural lashes must be approved by the Chaperone.
- k) No visible tattoos or body piercings. Must not wear more than one earring on each ear, or add any jewelry or accessories that were not specified by the Chaperone.

### 4. Conduct:

- a) Court members will not smoke substances of any kind, chew tobacco or drink alcoholic beverages.
- b) Cellular phone and use of other electronic devices will be limited.
- c) There will be no excessive public displays of affection amongst the court members or with anyone else.





# 2025 UMATILLA COUNTY FAIR COURT APPLICATION

**\*APPLICATIONS DUE TO FAIR OFFICE BY 10:00 AM Mon., Nov. 4, 2024\***  
**Incomplete applications will not be considered**  
(Digital version available at [umatillacountyfair.net](http://umatillacountyfair.net))

-Office-  
Date Rec'd: \_\_\_\_\_  
Method rec'd (mail, emld, etc): \_\_\_\_\_  
Includes:  
• Application: \_\_\_\_\_  
• Photo: \_\_\_\_\_  
• 2 Letters: \_\_\_\_\_  
• Signed Expectations & Guidelines: \_\_\_\_\_

**ELIGIBILITY:** Must reside in Umatilla County and 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 an unmarried, natural-born female who identifies as such, between the ages of 14 - 19 at the time of application submittal.

The goal of the Umatilla County Fair Court program is to build confidence, leadership skills and memories for each participant and for the girls to serve as a connection between the public and the Fair throughout the year. This is not an equestrian court.

**MAIL, EMAIL or DELIVER APPLICATION TO:** Umatilla County Fair  
1705 E. Airport Rd.  
Mailing ► **PO Box 94 (must be rec'd by deadline)**  
Hermiston, OR 97838  
541-567-6121 Fax: 541-567-8115  
EMAIL [fair@umatillacounty.gov](mailto:fair@umatillacounty.gov)

(If emailing and you do not receive an email confirmation or receipt, please assume we did not receive it and give us a call to confirm.)

Are you a repeat applicant? \_\_\_ Yes \_\_\_ No If yes, what year(s) did you apply? \_\_\_\_\_.

If you have served on the UCF Court before or currently, please list the year(s) here: \_\_\_\_\_

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

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

**PHYSICAL ADDRESS:** \_\_\_\_\_  
(If different from Mailing Address)

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

**EMAIL:** \_\_\_\_\_ **GRADE:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_ **AGE:** \_\_\_\_\_

**CELL PHONE:** \_\_\_\_\_ **OTHER PHONE:** \_\_\_\_\_

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

PARENTS OR LEGAL GUARDIANS (please only list the applicant's **LEGAL** guardians):  
The first person listed below, will be the primary contact (if necessary in addition to court member) for fair court correspondence. The second contact will be contacted if the primary is unavailable.

	<u>Name(s)</u>	<u>Address</u>	<u>E-Mail</u>	<u>Cell</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____

- **PLEASE ATTACH YOUR PICTURE WITH THE APPLICATION** no larger than a 5"x 7", wallet size ok, (facing forward head and shoulder portraits only. Please take photo straight on, not from a high or low angle. Current school photos ok too). These photos are for face recognition purposes during the interview process but may be posted publicly if applicant is successful. These photos will not be returned. No group or long-range photos please. Color photos only. It is not necessary to have special photos taken for the purpose of submitting this application. If accepted, official portraits will be taken at the end of January and then again in the Spring.

- **SUBMIT TWO LETTERS OF REFERENCE WITH YOUR APPLICATION.** (Suggested sources for references: teachers, administrators and/or employers.) References cannot be people who are related to you.

**REFERENCE CONTACT INFO:**

List your TWO References' contact info:

- Name: \_\_\_\_\_ Phone: \_\_\_\_\_ EMAIL: \_\_\_\_\_
- Name: \_\_\_\_\_ Phone: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Did you attend the 2024 Umatilla County Fair (UCF)?  Yes  No

Have you attended the UCF prior to 2024?  Yes  No

**1) Describe your past & current involvement with the Umatilla County Fair:**

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**2) Awards, certifications and/or achievements (school and non-school related):**

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**3) Describe activities or situations where you have exhibited leadership:**

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**4) Describe your current or past involvement in any community activities:**

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**5) Describe your college and/or career goals:**

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**6) Tell us about any other hobbies or interests (sports, clubs, etc.):**

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7) In the space below please explain your interest in becoming a member of the Umatilla County Fair Court and what you believe you can contribute to the Umatilla County Fair while serving as a Fair Court member. (Use an additional sheet of paper if necessary. Please only use **one extra sheet max.**)

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All applicants will be judged by an interview panel and scored in part, by a point system. Parents will be notified if their presence is requested during the interview.

**\*\*APPLICATIONS DUE TO FAIR OFFICE BY 10:00 AM Monday, November 4th, 2024\*\* ALONG WITH THE SIGNED 2025 EXPECTATIONS & GUIDELINES AGREEMENT\*\***

**SUCCESSFUL APPLICANTS:**

IF SELECTED FOR THE INTERVIEW PHASE OF THE APPLICATION PROCESS, APPLICANTS WILL BE CONTACTED AND ASSIGNED AN INTERVIEW TIME LIKELY FOR THE WEEK OF NOV. 4TH OR THE FOLLOWING WEEK.

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 ON THE FAIRGROUNDS ON SATURDAY **DECEMBER 7<sup>TH</sup>, 2024**. THE SHORT LUNCHEON WILL BE FOLLOWED BY AN INFORMATIONAL MEETING/ QUESTION & ANSWER SESSION WITH THE FAIR COURT CHAPERONE, THE INCOMING COURT MEMBERS AND THEIR PARENTS.

**Umatilla County Fair Court Agreement Statement**

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

fully understand the commitment required to serve on the 2025 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 2024 through their final official appearance at the Fair Appreciation Dinner in early 2026.

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

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

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

Please pick your first (1) and second (2) choice for an interview time on regular week days M-Fri. **If you are selected for an interview, you will be notified of your assigned interview time via email. We will do our best to choose one of your selected times however, we will notify you if we have any scheduling issues.** You will also be notified if you are **not** selected for an interview. Chosen interview times may change and are not official until you receive an email from the Fair office with your time.

\_\_\_\_\_ 4:15 PM \_\_\_\_\_ 4:30 PM \_\_\_\_\_ 4:45 PM \_\_\_\_\_ 5:00 PM \_\_\_\_\_ 5:15 PM

Other \_\_\_\_\_ Please list preferred interview time.

All efforts will be made to schedule your interview at a convenient time of your choosing however, the number of applicants can affect these efforts. Your interview time is not official until the Fair Office emails it to you.

PLEASE LIST ANY AFTER-SCHOOL CONFLICTS THAT MAY INTERFERE WITH INTERVIEW SCHEDULING