

## SUGGESTIONS FOR WORKING ON DISPLAYS AND FAIR BOOTH EXHIBITS

1. Have a planning meeting to select theme, to determine work schedule, source of materials, being sure everyone knows his/her responsibilities.
2. Use a simple theme.
3. Make sure that exact display size is known and use the available space wisely. Do not clutter the display area or have too much unused space.
4. When planning, consider how color will be used. Use not more than three complementary colors in backgrounds, signs, etc.
5. Make detailed plans so there is a good balance in the display. It is recommended to exhibit like items together.
6. Plywood makes an excellent sturdy background. It can be reused if stored properly.
7. Plan your exhibit for the benefit of non-members. Plan so a spectator who knows little or nothing about Grange will stop and look, and leave with an understanding of your exhibit theme and how it relates to Grange.
8. Consider having everyone bring what you need for the display to a meeting, at which time best examples are selected for use.
9. For displays using agricultural and garden products, select best available samples for exhibit. Uniformity, good coloring and fresh appearance are important. Use things relative to the theme.
10. When fresh items (fruits, flowers, vegetables) are displayed, use appropriate uniform containers/plates. Replace fresh items as often as necessary to keep a fresh, crisp look in the display at all times. As long as new people will be viewing the display, keep it fresh. Do not use fresh dairy products – use substitute items.
11. Keep exhibit areas tidy at all times. Have it checked regularly and often when display area is open to the public.
12. All lettering (signs, posters, etc.) should have a professional look. It may mean paying someone to make signs, posters, do lettering, etc., but consider that an investment for Grange since the items may be used again if stored carefully. Labeling should be uniform and readable from the in front of the booth.
13. Make sure that any mechanical parts and lights are always working. Check thoroughly prior to installation and often during display time.

## EXPLANATION OF SCORE SHEETS

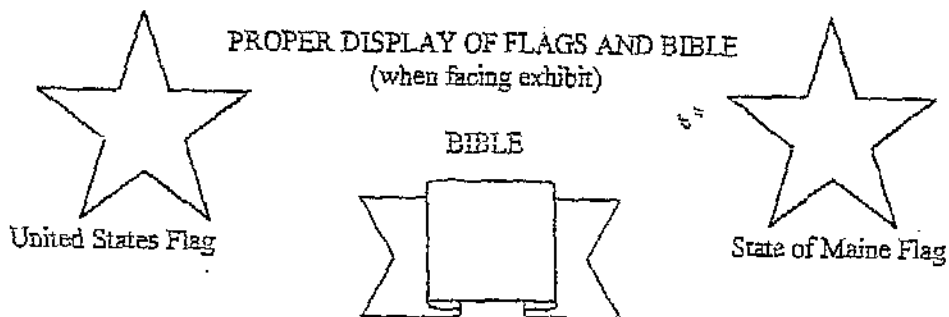
The "variety" score for each item in the agricultural exhibit is based on what seems to be most common in that particular fair. Those exhibits that are typical of the fair in fresh vegetables, for example, will receive 25, 40 points for variety. Those that have fewer items will receive less. Those who stand out above the others, can be rewarded by the contribution the extra items make to the appearance of the exhibit, under overall appearance.

The categories listed are quite typical of the items found in most fair exhibits. If there are no items observed from a category, no credit will be given in that area. If the exhibit contains items not listed, they will be credited under additional agricultural items. Examples below:

compost	forestry products wood	Wood display
nursery items	seeds	floral arrangements
hay	seedlings	straw
silage		

### DISPLAY OF THE US FLAG

The US flag should always be displayed left of center from the viewers standpoint. Prior to the Flag Code change of 1976, the display procedure was somewhat different depending on where the flag was in relation to the stage or platform. This no longer applies. Check the Flag Code for displaying the flag other than on a flag pole.



MAINE STATE GRANGE  
 AGRICULTURAL AND/OR DOMESTIC GRANGE FAIR EXHIBITS (2014 Rev.)

Points	Item	Grange	Grange	Grange	Grange	Grange	Grange
100	Overall Appearance						
25	Use of Theme						
25	Bible & Flag						
50	Labeling						
200	TOTAL						
	AGRICULTURE						
40	Fresh Vegetable Variety						
40	Quality / Appearance						
40	Canned Vegetable Variety						
40	Quality / Appearance						
40	Fresh Fruit Variety						
40	Quality / Appearance						
40	Canned Fruit Variety						
40	Quality / Appearance						
10	Other Canned Items						
10	Quality / Appearance						
30	Pickles & Relish Variety						
30	Quality / Appearance						
40	Jams & Jellies Variety						
40	Quality / Appearance						
30	Representation of Dairy Prod						
20	Eggs						
20	Represent of Honey & Maple Syrup						
20	Herbs / Grains / Grasses						
20	Quality / Appearance						
40	Other Agricultural Items						
630	TOTAL						
	DOMESTIC						
100	Knitted Items						
100	Crocheted Items						
100	Sewn Items						
100	Other Needlework						
100	Quilts / Quilted Items						
100	Crafted Wood Items						
200	Misc. Crafted Items						
800	TOTAL						
	COMMENTS on back of sheet						
1630	GRAND TOTAL POSSIBLE						
	PLACE						

Fair \_\_\_\_\_

Date \_\_\_\_\_

## SUGGESTIONS FOR WORKING ON DISPLAYS AND FAIR BOOTH EXHIBITS

14. When designing displays that use unusual and/or antique items, be sure that they will be safe.
15. When parts are used more than one year (such as risers or backboards), be sure that they are cleaned and repainted if necessary prior to placement in the exhibit.
16. If exhibit rules permit, see that Grange name, number and location are visible.
17. Consider planning an exhibit that can be used in whole or in part at other times and places. Examples: At a mall, in a store window, at a library, during Grange Month
18. If using Grange literature, have the very latest available. Display small quantities at a time, replenishing often, rather than having an untidy area. Write the National Grange Store for brochures at 1616 H Street, NW, Washington, DC 20006 or call them at 1-888- 4-GRANGE. You may also look for information on their web site: [www.nationalgrange.org](http://www.nationalgrange.org). Allow a few weeks for delivery. You may also contact the Maine State Grange office (1-207-623-3421) for availability of additional information.
19. If appropriate, have the exhibit area manned at all times, but especially when crowds will be in attendance.
20. If possible and permitted, have something to give out as a gift to persons stopping at your display. It should have Grange identification on it. There are companies that sell such items in quantity at a fairly reasonable cost. Consider this a promotional investment in Grange.
21. Allow plenty of time for assembling the display. Putting the exhibit up usually takes longer than anticipated.
22. Plans from the beginning should include the taking down of exhibit and cleaning up the area.
23. If there are reusable parts, see that the Grange knows where they are stored. (A list given to the Grange Secretary as part of the committee's report at a meeting is one way to keep track of things.)
24. Have a committee meeting after the display to assess the results.