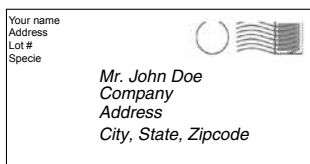


# JUNIOR LIVESTOCK AUCTION DEPARTMENT

## THANK YOU NOTES FOR AUCTION

1. Thank you note must be written to each buyer, including add-ons, of your animal (*if you have 5 buyers you must write 5 notes.*)
2. Standard stationary designed for correspondence or large size greeting cards (*blank inside*) must be used. Minimum size of greeting cards is 5" x 7", minimum paper is 6" x 9".  
**Binder paper (lined paper of any kind) plain printer paper and index cards are unacceptable.** Please note: Small sized thank you note cards are not appropriate.
3. Thank you notes must be written in ink. For those with weak penmanship, erasable ink pens are acceptable. No typed or computer written notes will be acceptable.
4. You must use a standard envelope. Home made envelopes will not be accepted.
5. Envelope must be properly addressed (*in ink*) and stamped before you receive your check. The Fair will not supply any material for your use.
6. Envelope must have complete name of the buyer.
7. Envelope must have the complete return address, lot #, and if the animal was a hog, beef, lamb, rabbit, poultry or goat.
8. Envelope must not be sealed when you turn in your note (*if you do seal it you will be required to open the envelope.*) Please remember that your envelope must have a first class stamp affixed to it.
9. Check will be issued when thank you note is delivered and approved by fair staff.
10. **All notes must include a picture of the exhibitor with their animal. Photo can be taken with a personal camera and must be a minimum of 4"x 6" and printed on photo paper. (If you would like to have your photo taken by the professional livestock photographer see information on following page.)**
11. Notes must be a minimum of 25 words for exhibitors up to 11 years old. Notes must be a 50-word minimum for those exhibitors 12 years and over.
12. Dirty or smudged thank you notes will not be accepted.
13. **Thank you notes must be turned into office within 15 days of the end of the Fair, or exhibitor may forfeit their payment check.**

### Example of Envelope



### Example of Picture



### Sample Note

Your note should thank your buyer for supporting the Junior Livestock Auction and that you hope they will continue to support young people.

You can also tell them a little about yourself, such as age and how long you have been active in the Junior Livestock Auction. Tell them about your plans for the future (*money saved for your education, purchase of more animals, etc.*). The buyers are all interested in the young people that they support during the Junior Livestock Auction.

### Division 4400 – JLA Thank You Note Award

The Entry Office will award \$50.00 to three exhibitors with the top thank you note(s)

**2017 Thank You Note Winners: Amanda King, Mariana Hernandez and Tenlee Leone.**