

THANK YOU NOTE POLICY ORANGE GROVE FFA JIM WELLS COUNTY FAIR

EVERY EXHIBITOR MUST COMPLETE A THANK YOU NOTE TO THE BUYER(S) OF THEIR PROJECT AND ANY DONORS OF AWARDS.

IT IS UP TO THE EXHIBITOR AND THEIR PARENT/GUARDIAN TO CONTACT THE FFA ADVISORS FOR THIS INFORMATION.

A LIST OF BUYERS IS SENT TO THE AG BUILDING AND IS USUALLY AVAILABLE BY THE WEEK AFTER THE FAIR. IT MAY BE PICKED UP AT THE HIGH SCHOOL AG BUILDING OR YOU MAY ALSO EMAIL THE AG TEACHERS FOR THIS INFORMATION. THE BUYER INFORMATION WILL NOT BE MAILED TO YOU.

THE THANK YOU NOTE NEEDS TO BE A HIGH QUALITY NOTE. THE NOTES NEED TO BE COMPLETED, PLACED IN AN ENVELOPE FOR MAILING AND **STAMPED**. **THE NOTE MUST BE TAKEN TO THE AG BUILDING AND RECEIVED BY THE TEACHERS TO BE MAILED.**

THE AG TEACHERS WILL NOT HAVE STAMPS FOR SALE!

THIS POLICY IS FOR **EVERY** ORANGE GROVE FFA MEMBER AND **EVERY** JR. FFA MEMBER WITH **NO EXCEPTIONS.**

THANK YOU NOTES ARE DUE TO THE AG BUILDING NO LATER THAN DECEMBER 1.

GIFT BASKETS OR THANKING IN PERSON DOES NOT EXEMPT AN EXHIBITOR FROM A THANK YOU NOTE. IT STILL MUST BE TURNED IN TO AN AG TEACHER SO WE HAVE RECORD THAT IT WAS COMPLETED. IF WE DO NOT HAVE NOTIFICATION, IT IS CONSIDERED LATE.

RECORD BOOK POLICY

ALL HIGH SCHOOL FFA MEMBERS ARE REQUIRED TO COMPLETE A RECORD BOOK IN ORDER TO RECEIVE THEIR FAIR CHECK.

THANK YOU NOTE + RECORD BOOK POLICY
ORANGE GROVE FFA

THIS FORM MUST BE COMPLETED AND SIGNED BY EACH EXHIBITOR SHOWING AS A MEMBER OF THE ORANGE GROVE FFA OR JR. FFA CHAPTERS.

IT IS DUE ON THE SAME DATE THAT FAIR ENTRIES ARE DUE TO THE ADVISORS. ENTRIES ARE NOT COMPLETE UNLESS THIS IS SIGNED AND RETURNED!!

I UNDERSTAND MY RESPONSIBILITY CONCERNING THE THANK YOU NOTE POLICY SET FORTH BY THE ADVISORS OF THE ORANGE GROVE FFA.

1. THANK YOU NOTES ARE DUE TO THE AG BUILDING NO LATER THAN **DECEMBER 1, THEY MUST BE IN THE ENVELOPE, ADDRESSED, AND STAMPED.**
2. FFA MEMBERS WHO HAVE COMPLIED WITH THE DEADLINE DATE MAY PICK UP THEIR CHECK FROM THE AG BUILDING AS SOON AS THEY ARE RELEASED BY THE JWC FAIR ASSOCIATION.
3. THANK YOU NOTES RECEIVED AFTER THE DEADLINE DATE BUT PRIOR TO CHECK RELEASE WILL RESULT IN CHECKS BEING HELD FOR ONE WEEK AFTER THEY ARE RELEASED BY THE JWC FAIR ASSOCIATION.
4. THANK YOU NOTES RECEIVED AFTER THE CHECKS HAVE BEEN RELEASED WILL RESULT IN CHECKS BEING HELD FOR ONE WEEK AFTER THE THANK YOU CARDS ARE TURNED IN TO THE ADVISORS.
5. ALL **HIGH SCHOOL FFA MEMBERS** ARE REQUIRED TO COMPLETE A RECORD BOOK IN ORDER TO RECEIVE THEIR CHECK.

SIGNED BY:

PARENT

DATE

EXHIBITOR

DATE

EXHIBITOR

DATE

EXHIBITOR

DATE

EXHIBITOR

DATE

EXHIBITOR

DATE