

# EXHIBIT “P” LIVESTOCK DEPARTMENT GATE PASS & VEHICLE PASS DISTRIBUTION POLICY FAQs

Updated February 22, 2023

\*The policy does not include the Poultry and Rabbit Department.

This policy provides guidance on the issuance of livestock exhibitor badges, gate passes and Gate2/Exhibitor Parking Lot vehicle passes.

The policy represents major improvements over how gate and vehicle passes have been issued in the past. The most significant improvement is that badges, passes and vehicle passes will be processed and **MAILED** to exhibitors and their households approximately two weeks **BEFORE** the start of Fair.

This policy is best explained by way of a series of questions and answers that are set forth below.

If you have any questions, please feel free to call Hannah O’Hara, the manager of the Premiums Department at 302-398-7002.

**QUESTION:** What does this policy cover?

**ANSWER:** This policy covers the issuance of exhibitor badges, gate admission passes and vehicle passes.

**QUESTION:** As a livestock exhibitor, am I eligible to receive an admission (gate) pass?

**ANSWER:** Yes, all livestock exhibitors will receive one personalized plastic admission badge that will serve as your gate pass and is scannable at all gates for admission to the fairgrounds. If you are eligible, you will receive your plastic badge by mail prior to Fair. This policy does not apply to those showing exclusively in the Poultry and Rabbit Department.

**QUESTION:** If I need help from my parent or guardian caring for my animal(s) on the fairgrounds, can I get an admission pass for that parent or guardian?

**ANSWER:** As a livestock exhibitor, if you meet **all three** of the following criteria: **(1)** you are 21 or younger **AND (2)** your parent or guardian is not camping on the fairgrounds **AND (3)** the same parent or guardian does not have access to any other free form of gate admission (i.e. they are not a shareholder, director or a recipient of a free gate admission pass from any other fair department), you are eligible to receive an additional admission pass for the use of your parent or guardian who will be assisting you with the care and feeding of your animal(s). If you and your parent or guardian meet all 3 of the criteria, you, on behalf of your household can apply for this admission pass at the time you enter your animals in ShoWorks. After a review of your submission, if the premiums department staff determines that you have met all 3 criteria, the additional gate pass will be mailed to your household prior to Fair. An eligible household may receive only one additional gate pass regardless of the number of livestock exhibitors that reside in the household or the number of animals from that family being shown.

If you have very special and unique circumstances involving the care and maintenance of your animals, which you feel requires a second or additional parent or guardian, who themselves must meet all 3 of the criteria listed above, to help you, once you arrive on the fairgrounds, you will need to direct your request to your superintendent (assuming you are showing only one species). In the event you are

showing more than one species, you should direct your request to the first department superintendent appearing on the following list which represents one of the species that you are showing:

- A. Dairy
- B. Swine
- C. Horses/Ponies
- D. Goats
- E. Beef
- F. Sheep

If considered eligible by the appropriate superintendent, you will receive a voucher which you will need to present and exchange at the credentials trailer for a gate pass for the additional parent or guardian helping you with your animals.

Careful records are being kept regarding the issuance of these vouchers, so please do not abuse this very special privilege.

If the Fair determines that you are not eligible to receive your badge of gate pass (i.e. you have failed to confirm to show at least one animal), the privileges associated with the badge and/or gate pass will be revoked and the badge and/or paper gate pass(es) will be rendered un-scannable (deactivated) and cannot be used at any gate (pedestrian and vehicular).

**QUESTION:** What if I have a relative or two or three or four that want to attend my shows or visit me during Fair. Are there any multi-day discounted passes available to purchase?

**ANSWER:** Why of course. In the case of relatives or friends who want to attend your livestock show(s) or just visit with you on the fairgrounds, heavily discounted 5-day admission passes redeemable any 5 days or nights during the 2023 Fair can be purchased online for \$35 at <https://www.delawarestatefair.com/admissions-and-promos>

**QUESTION:** As a livestock exhibitor, am I eligible to receive a vehicle pass that will enable me to drive my vehicle and animals through Gate 2 and to park my vehicle in the exhibitors' parking lot (the Green Lot)?

**ANSWER:** Yes indeed. Each household or farm (as documented in the ShoWorks online entry system) with 1 or 2 livestock exhibitors residing there will receive one (1) combination Exhibitors' Gate 2/Exhibitors' Parking Lot vehicle pass. Households or farms with 3 or more exhibitors residing there will receive two (2) combination Exhibitors' Gate 2/Exhibitors' Parking Lot vehicle passes. The former hangtag style parking pass has now been replaced with a more durable and scannable static cling type pass that should be placed on the **inside bottom left drivers side windshield**. The static cling pass will adhere to the **inside** windshield without the use of an adhesive. Please do not place the static cling vehicle pass on the outside windshield. If you have any other stickers or decals on your driver's side windshield (i.e. DE State Parks Vehicle Pass), please be careful not to mount your Fair vehicle pass behind any other window stickers. Each static cling vehicle pass will display a unique barcode that is linked to you and your household. This barcode will be scanned by security at Gate 2 and at the entrance to exhibitor parking. The cling sticker's barcode is designed to be scanned through your windshield. Approximately two weeks before Fair, the static cling system will be mailed to your household address as it is listed in the ShoWorks online entry system.

**QUESTION:** How does the static cling vehicle pass work at Gate 2 or in the exhibitors' parking lot?

**ANSWER:** The static cling vehicle pass refers to the non-adhesive soft plastic pass used to obtain vehicular access through Gate 2 and to park a vehicle in the exhibitors' parking lot (the Green Lot).

All combination Gate 2/ Exhibitors' Parking Lot vehicle passes will feature a unique barcode linked and assigned to each eligible exhibitor. In order to obtain vehicular access to the livestock part of the fairgrounds (only via Gate 2) or to park the vehicle in the exhibitors' parking lot, the vehicle must display the combination Gate2 / Exhibitors' Parking static cling vehicle pass on the inside bottom left driver's side of the windshield where it can be easily scanned by security that will be working on the driver's side of the vehicle.

At Gate 2, Security personnel will scan the barcode on each vehicle pass before admitting the vehicle onto the fairgrounds.

The vehicle pass admits **only the vehicle and trailer** (at time of drop-off and pick-up) through Gate 2. All vehicle occupants over the age of 6 must have their own form of gate admission (badge or paper pass) and should present their admission pass for scanning at the gate by security. Occupants who do not possess a badge or admission pass should exit the vehicle before entering the gate and purchase an admission pass at the Gate 2 ticket booth and have it scanned by Fair Security.

As far as entering exhibitors' parking (Green Lot) is concerned, please be aware that during certain hours each day and evening, the static cling vehicle pass must be scanned by Security personnel before the vehicle can enter the exhibitors' parking lot through Gate 2A located on Chambers Road. Once the vehicle is parked in the exhibitors' parking lot, the static cling vehicle pass must remain visible at all times. Any vehicle found in the exhibitors' parking lot at any time, day or night, without a visible vehicle pass displayed on the inside driver's side of the windshield is subject to towing by the Fair's parking and security personnel.

During the animal move-in days and times listed in the Exhibitors' Handbook, the vehicle pass will admit your vehicle and trailer to the livestock portion of the fairgrounds for initial animal delivery. Remember, the driver and any passengers 6 and older must also display and have scanned a valid exhibitor's admission badge or gate pass. On a daily basis starting Sunday July 23<sup>rd</sup>, all livestock vehicles must be removed from the fairgrounds by 12-noon.

All on-grounds vehicle visits are limited to 20 minutes and will be monitored closely by Fair parking and security personnel. The Fair reserves the right to tow any vehicle either improperly parked or parked beyond the 20-minute limit in the livestock area of the fairgrounds

As in the case of all vehicle passes being issued, if the Fair determines that you are not eligible to have received it or them, the privileges associated with the vehicle pass will be revoked and the vehicle pass will be rendered unscannable (deactivated) and cannot be used at any gate or parking facility.

**QUESTION:** Any chance of getting an additional vehicle pass?

**ANSWER:** Maybe. If you have very special and unique circumstances which dictate the need for an additional vehicle to support the care and maintenance of your animals, and your household meets all 3 of the criteria listed above, once you arrive on the fairgrounds, please direct your request to your superintendent (if you are showing only one species).

In the event you are showing more than one species, you should direct your request to the **first** department superintendent appearing on the following list which represents one of the species that you are showing:

- A. Dairy
- B. Swine
- C. Horses/Ponies
- D. Goats
- E. Beef
- F. Sheep

If considered eligible by the appropriate superintendent, you will receive a voucher which you will need to present and exchange at the credentials trailer for a static cling vehicle pass for the vehicle being used to support additional parent or guardian assisting with your animals.

Careful records are being kept regarding the issuance of these vouchers, so please do not abuse this very special privilege.

**QUESTION:** Is a parking spot in the exhibitors' parking lot (the Green Lot) guaranteed if I have a vehicle pass?

**ANSWER:** No. Parking spots in the exhibitors' parking lot are available on a first-come first-served basis. **The exhibitors' parking lot is not meant for long-term parking** where someone might consider leaving their vehicle unmoved for the duration of Fair.

During certain hours, you will be required to display and have your static cling vehicle pass scanned in order to drive your vehicle into the exhibitors' parking lot.

No vehicle pass = No parking opportunity assuming space is available.

When the lot reaches capacity as determined by parking staff, your vehicle may not be admitted to the parking lot and you will be directed to park your vehicle in any one of several general parking lots.

**QUESTION:** Under what circumstances, can or will my badge, admission pass(es) and/or vehicle pass(es) be revoked or deactivated in the scanning system so that they cannot be used?

**ANSWER:** Badges, passes and vehicle passes will be revoked and deactivated in the scanning system if you report them lost or stolen or if it is determined that you are not eligible to use them.

For example, if you have failed to confirm to show at least one livestock species including the requirement of having to meet weight or are determined not to be eligible to receive or continue to use either the pass(es) and/or vehicle pass(es), the Fair's credentials department will deactivate all badges, passes and vehicle passes that were previously issued. Violations of certain livestock exhibitors' rules and camping rules and regulations may also trigger the need for the Fair to revoke and deactivate badges, passes and vehicle passes.

Once deactivated, they cannot be used at any of the gates or used to enter or remain parked in the exhibitors' parking lot.

**QUESTION:** How does the readmission process work once I have left the gated part of the fairgrounds and want to get back in later that day or night?

**ANSWER:** Great question! If you were issued a plastic exhibitor's admission badge, you can have it rescanned anytime you need to be readmitted back onto the grounds. This also applies if you possess a paper 10-day pass.

Beyond that, the Fair's readmission program is based on an ink hand stamp applied to back of your hand by a security guard when you leave the grounds.

Here's how it works: As you leave the gated portion of the fairgrounds any day after 9:00AM (when the paid gate system is administered and the gates are staffed), please make sure that you have your hand stamped by gate personnel so that you can return later that day or evening and be re-admitted simply by showing your handstamp to the security guard or scanner at Gate 2. The hand stamp images will change every day and they are not henna tattoo grade, so there is a good chance that it might wash off or normal fair time perspiration might carry the image away. If that happens and the handstamp is not visible or legible, the security guard or scanner will ask you to show the original gate pass that you used and presented earlier that day to gain admissions to the grounds. This process also applies to campers in south camping who pass through Gate 2 many times a day as they go back and forth to their campers to retrieve personal items, cool off or have a meal.