PHOTOGRAPHY 2024 COMPETITION GUIDE

It's your moment to shine! Enter today.

For more than 170 years the California State Fair has been a constant showcase of the talents and achievements of the people of California. Entering into the California State Fair's 2024 Competitive Exhibits Program allows you the opportunity to showcase your abilities, and revel in your accomplishments! The 2023 annual State Fair had competitive entries from all 58 counties in California.

The California State Fair's friendly competitions are designed to acknowledge the best of the Golden State. Our Competitive Programs inspire talented Californians, as well as highlight the latest advances in technology, agriculture, and industry.

More than 750,000 visitors are expected at the State Fair this summer. Your work is an integral part of the State's celebration, and we look forward to seeing your talents on display during the annual State Fair from July 12-28. We encourage you to enter today and begin making lasting memories for yourself, and for the hundreds of thousands of State Fair patrons!

Sincerely,

Tom Martinez
Chief Executive Officer

GOVERNOR

Gavin Newsom

CALIFORNIA STATE FAIR BOARD OF DIRECTORS

Chair, Willie Pelote, Sacramento
Vice Chair, Kim Craig, Sacramento
Arturo Barajas, Sacramento
Sonney Chong, Sacramento
Rina V. Dimare, Clarksburg
Nick Hardeman, Sacramento
David Mallel, Calabasas
Che Salinas, Sacramento
Brian May, Sacramento

EX-OFFICIO MEMBERS

Senator Angelique Ashby Assembly Member Kevin McCarty

CHIEF EXECUTIVE OFFICER

Tom Martinez

EXPO EVENTS ACCOUNT MANAGER

Sandi Hurtgen Montiero



December 20, 2023

Thank you all for your efforts in showcasing California's bountiful agriculture!

California is very fortunate to have some of the richest agricultural resources in the world and your exhibits play a vital role in presenting this to your communities and the public. Each fair has a unique, local agriculture flavor that brings people together to celebrate the tradition and innovation of our farmers and ranchers.

In addition to helping promote California's agriculture, the annual fair events also educate the general public on new technology that improves agriculture's effect on the environment, stewardship of water and natural resources, and practices that help preserve farmland for future generations.

When fairgrounds are not hosting the county fair, they are also used for quinceaneras, weddings, funerals, and many other community events. In times of need, fairgrounds are amongst the first to open their doors and be used as resiliency centers to serve their communities as cooling centers, evacuation shelters, first responders, food hubs, and workforce development. Fairgrounds are equipped with kitchens, sanitation facilities, and provide a safe space for sheltering people, pets, and livestock.

Your support of California fairgrounds and the annual fair is extremely important to the success of current and future generations and I look forward to hearing about the great success of the 2024 season.

Yours truly,

Karen Ross Secretary



TABLE OF CONTENTS

Important Information to Know	6
Contact	6
Entry Dates	6
Why Enter the Competition?	6
New for 2024	6
Competition Overview	7
Who Can Enter	
Entry Deadline	8
How to Enter	8
Photo Upload Guidelines	9
Accepted Entries	10
Non-Accepted Entries	11
Rules & Requirements	11
Preparing Accepted Entry for Delivery	
Disclaimers	
Delivery, Shipping, & Pick Up	17
Hand Delivery & Pick-up	
Shipped Entries	
• •	
Judging Criteria	
Awards	
Best in Show Award	
Juror Award	
Award of Excellence	
Award of Merit	
Credential Admission Information	15
Art Sales Information	15
Donor Awards	16
Divisions & Classes	17
Division & Classes	17
Division 25 - Black and White	17
Division 26 - Color	17
Division 27 - Digital Manipulation/Alternative Processing	17
Notes on Classes	17
2024 General Rules	
Exhibitors Entry Responsibilities	

	Still Exhibits	18
	Livestock & Ag Mechanics	18
	Entry Limit	19
	Ownership of Entry	19
	Exhibitor Liability	19
	No Guarantee	20
	Division/Class Cancellation	
	Entry Errors	20
	Substitution	
	Previously Entered Entry	
	Verification	
	Responsibility	
	Removal of Entries	
	Dishonored Checks	
	Entry Fees	
	Late Entries	
	Design	
	Juniors Entering Senior Department	
	State Fair Employee Participation	24
Di	squalification	24
	Entry Disqualifications/Transfers	24
	Disqualifications	24
	Cooperation	25
	Public Disturbances	26
	Probation	26
Ju	dging	26
.	Judging	
	Judge/Exhibitor Information	
	Judge/Fraternization/Criticism	
	Judge's Decision	
	Chief Judge Policy	
	Protests	
۸.	vards	
ΑV		
	Special Awards	
	Tax Laws	
	Premium Awards	
Αç	ge Requirements	28
	Junior Exhibitors Membership Age	
	and Affiliation Requirements	
	Independent Junior and Grange Age Requirements	
	FFA Age Requirements	30

Definitions	34
Free Speech Activities Guideline	33
Uniforms	32
FFA Supervision Requirement	32
Adult Supervision Requirement	
No Dual Affiliation in Competition	
Independent Junior and Grange Age Requirements	32
4-H Age Requirements	31
Eligibility Questions	31
Member Standing and Ownership Requirements	
Independent and Grange Animal Exhibitors	
Indopondant and Crango Animal Exhibitors	70

IMPORTANT INFORMATION TO KNOW

Contact: Delgreta Brown

Photography Coordinator

Phone: (916) 263-3135 & Email: photocompetition@calexpo.com

Entry Dates:

March 4	Entries Open Registration online
April 5	Entries Close
April 26	Results emailed & posted online for accepted entries
May 1	Shipping Must be received by 4 PM
May 31 - June 1	Hand deliver entries between 2pm - 5pm
June 24	Artist Statements and Resumes due by e-mail
July 12	Exposition Opens. Award Results posted online
July 20-21	Awards Ceremony in Expo Center Building #7
August 3	Entry & Award Pick up 9 AM - 5 PM

The California State Fair July 12-28, 2024

The California State Fair has always been the awe-inspiring showcase of the state's finest, and ever since the first fair in 1854, California has upheld this tradition. People come from all over to witness the competition and innovation that our exhibitors produce. We continue to add new and exciting competitions to our competitive programs to showcase California's very best!

Why enter the Competition?

The Photography Competition is the perfect place to showcase your photography skills and talent. Photographs will be juried by well-respected professionals

and will be competing against other amazing photographers like yourself. Entries selected for the show can be marked for sale at the time of sign up. Your entry could earn you the prized golden bear trophy and a cash award!

For 2024

The California Photography Competition awards ceremony will be

- presented on July 22 in conjunction with the Fine Arts Awards.
- Photographers will have the opportunity to sell their work during the fair if chosen for display.
- There are new awards and cash prizes available in the new juried system.
- You **Must** upload a photograph(s) of your photography item to complete your entry.
- Accepted entries must be presented professionally: framed (No glass. Plexi is okay).

COMPETITION OVERVIEW



The California State Fair
Photography Competition is
open to all adult photographers
who will compete for a chance
at cash awards, a golden bear
trophy, and showcase their work
during the 17 days of the fair.

Who Can Enter

- 1. Artists entering the competition must be residents of the State of California, who have reached 18 years of age as of January 1, 2024.
- 2. Entries must be original photographs created by the artist entering the competition. Photographs must have been completed within the past two years. The year the photograph was completed must be included as part of the online entry process.
- 3. An artist may enter an unlimited amount of photograph.
- 4. Photographs previously accepted into any California State Fair competitive program may not be re-entered. Same or identical items cannot be entered and/or exhibited more than once in a California State Fair competitive program or in more than one competitive Division or Class.
- 5. This is an "open" juried show. Entries are not required to have won a previous competition (County Fair or other juried show).

Entry Deadline

All entries must be registered online an image of your entries uploaded, and \$12 entry fees paid, at **CalExpoStateFair.com/Competition** and click on the **Photography** icon link by 5:00 pm April 5, 2024. Late entries will not be allowed.

How to Enter

Go to **CalExpoStateFair.com/Competition** and click on the **Photography** icon under the competitions page and follow the instructions. Use a Visa or Mastercard to pay entry fees.

By entering your work into the California State Fair's Competition you the exhibitor:

- 1. Agree to grant the California State Fair license to display, reproduce, and distribute your image in whole or in part as needed. For example: on display, online, archival, future promotion of the competition, educational, etc.
- 2. Guarantee the entry or entries submitted are original creations and you are the sole owner and creator of the entry or entries.
- 3. Are responsible for model release and permissions.
- 4. Please take a moment to look through this Competition Guide to see which competition your entry is eligible to compete in.
 - Note that sessions expire after 20 minutes of inactivity, so "save the cart" if you plan on leaving the computer for more than 20 minutes.
 - The California State Fair uses ShoWorks, an online entry program. ShoWorks is an industry standard and is used by over 50 fairs nationally. This user-friendly program can be trusted to accurately enter you into our competitions and allows for efficient communications via e-mail.
 - a. Names, titles, addresses, etc. will be used **exactly** as entered for award tags and payment of award premiums. Please pay special attention to proper spelling, capitalization, full names of cities/counties, no abbreviations and the correct mailing address.
 - b. Descriptions may not contain personally identifying information. List materials, techniques used only, and size of frame or canvas.
 - c. Location: Please list the city, town, country, providence, etc, of where the photo was taken.
- 5. You MUST upload a photograph(s) of your photography item to complete your entry. Entries are "Accepted" for delivery by Judges

using these image files.

After payment of fees within ShoWorks, a box will appear with a notification.

- a. Click "Upload Files" button.
- b. Confirm that the Division and Class across the top of the window are correct for the entry image files being submitted.
- c. Click "Choose File" and choose a saved file from your computer. Click "Open"
- d. Confirm that the thumbnail to the right of the title is the correct photo and Click "**Upload**."
- e. When progress bar reads "100%" and "Upload Complete," click the "next" button.
- f. If you have another entry, continue to upload required photos by repeating steps.
- g. When all images are uploaded, click "Done."
- h. If after you have finished and quit, you discover you have uploaded the wrong image file(s) you can log back into "My Account" and select "View/Print transactions made by the Exhibitor" and select the "Upload Files" button. The second upload to entry will replace the initial image with the newly uploaded file.

Photo Upload Guidelines

Preparing Your Images to Upload Online: Please follow these requirements when preparing your images for submission. Images not conforming to the desired formats and requirements listed below will not be allowed to upload.

- 6. Acceptable image formats are .jpg, .gif, .bmp, .png, .tiff only.
- 7. The total file size of the uploaded image must be less than 7 MB.
- 8. If your total image file size is greater than 7 MB, you will need to use a photo editing program to resize the photo image. Free programs available: Microsoft Image Resizer, Microsoft Photo Editor, Picasa, Irfanview, Photoscape, and others.
- 9. A short title for your photo entry is required. The title cannot be greater than 50 characters.
- 10. For advanced entrants familiar with using a photo editing program: Your images must be the RGB color format. CMYK files will not upload properly.

- 11. Do not upload singed or watermarked photos.
- 12. Do not use a mobile phone to upload photos.

Accepted Entries

- 1. Accepted entries must be delivered to the California State Fair. See calendar (page 5) for delivery dates, times and location.
- 2. Accepted entries must have their entry tag on the back of their work.
- 3. Accepted photographs should be ready to display with a wire on the back for hanging.
- 4. Accepted entries must be presented professionally: framed (No glass. Plexi is ok), canvas, or metal. Solitary matted work without a frame will not be accepted.
- 5. Entries must be an accurate representation of the submitted digital image.

6. Entries arriving at the California State Fair after Delivery and Shipping

Deadlines are disqualified from display and prizes forfeited.

7. The California State
Fair reserves the option of not showing
any entry which is
improperly prepared,
unsafe for public
display, or inappropriate for family-friendly
viewing.



8. Optional content:

Artist statements and resumes:

Artist statements are optional and will consist of 125 words or less about the accepted photograph(s). These artist statements are to be submitted as a word document, using Helvetica 12pt font. All submission must be in a Microsoft Word document. The statements will be in an Artists' statement binder for exhibitors to learn more about the work on display.

Due: June 24, 2024, to photocompetition@calexpo.com.

Artist Resumes will be made available to the public during the exhibition and exhibitors are reminded to not include private or confidential information in this document. Artist Resumes are optional, must be no more than one page Microsoft Word document, in Helvetica 12pt font.

Due: June 24, 2024, to photocompetition@calexpo.com.

Non-Accepted Entries

- 9. Non-Accepted entries are those who have not been chosen for awards by Judges.
- 10. If you receive a non-accepted statement, thank you for competing, there are no further actions needed.

RULES & REQUIREMENTS

Digital photographs of all entries must be uploaded at the time of entry. After judging, exhibitors will be notified if their entry is accepted. Accepted entries are to be delivered to the California State Fair the second round of judging. See calendar dates (page 5).

Identical items cannot be entered into more than one Division or State Fair competition.

All content must be family appropriate and safe for display at the fair.

Special Notes on a resolution for photo printing:

It is recommended that shooting be done in the largest capture resolution for optimal print quality. The higher resolution will be for print value not digital.

Remember if you take a large file photo you can always make the image smaller to fit the online submission requirements.

Preparing Accepted Entry for Delivery

- 1. Photographs may be printed on photo paper. Do not deliver entries on mat board. Acceptable display methods: Framed, canvas, or metal.
- 2. All photographs must be ready for display with a hanging wire on the back.
- 3. Photo Size: Must not exceed 108" x 108"/9' by 9'. This includes frame size.
- 4. No rolled-up entries will be displayed. Photographs must be shipped/de-livered flat.

- 5. Entries will be hung with hanging wire affixed to the back of the photograph.
- 6. Please have your entry tag printed and attached to the back side of your entry. The entry tag will be e-mailed to you with your results.

Disclaimers

Although care and diligence will be exercised in the course of receiving and

handling entries, the California State Fair is not responsible for any technical malfunctions, failures, omission, interruption or defect of any entries. Nor are we responsible for entries that are not received in accordance with deadline rules due to a computer or electronic malfunction or other reason. The exhibitors shall hold the State Fair and its officers harmless and indemnify them



against any legal proceedings arising from such accident or loss.

- 7. Insurance is the responsibility of the exhibitor. The California State Fair does not ensure exhibits and is not responsible for any loss, damage or theft of entries even if the loss, damage, or theft occurs as the result of the handling of the exhibit by staff, volunteers, contractors and/or visitors.
- 8. Photographs are taken in the California Photography Building during the Fair. These photographs are used for publicity purposes and archives. By submitting your entry form, exhibitors are giving the California State Fair permission to use such photographs at their discretion without compensation to, or prior approval from, the exhibitor.

DELIVERY, SHIPPING, & PICK UP

Hand Delivery & Pick-up:

 Hand delivered "Accepted" entries to Cal Expo Fairgrounds, Expo Center, Building #7 on either Friday, May 31 or Saturday, June 1, 2024, 9am - 5pm.

Directions to Expo Center, Building #7, California Photography Exhibit Hall: enter California State Fairgrounds via Gate 12 at Ethan Ave & Hurley Way and follow the access road past Water Park, and turn right after Water Park. Expo Center is the set of tall concrete buildings directly ahead.

- 2. Late or absent entries will not be accepted or displayed and will forfeit all awards.
- 3. Pick up for entries and ribbons on Saturday, August 3, 2024, 9 am 5 pm at Expo Center, Building #7.

Exhibitors unable to pick up hand-delivered entries must send in a box with a pre-paid shipping label and California State Fair shipping form to have their entries shipped back to them after the fair. Shipping forms are available online at **CalExpoStateFair.com/competitions**.

All three items are required for a returned entry.

4. All photographs not picked up will be recycled or donated on or after September 1, 2024.

Shipped Entries:

- 1. Entries must arrive no later than May 1, 2024.
- 2. Shipped entries arriving at the California State Fairgrounds after the Delivery Deadline will not be judged or displayed.

Mail or ship "Accepted" entries with shipping form to:

California Photography Competition

California State Fair Administration Building 1600 Exposition Blvd. Sacramento, CA 95815

3. All shipped entries must be accompanied by a Shipping form available online at **CalExpoStateFair.com/competitions** and an entry tag. <u>Any shipped entry without a shipping form and entry tag will not be mailed back</u>. Use reusable shipping containers.

- 4. Return shipping costs are the responsibility of the entrant.
- 5. Return shipping options: UPS or FedEx account or a pre-paid shipping label.
- 6. The Fair reserves the right to return mailed/shipped entries by any carrier available.

JUDGING

There are **two rounds** of judging.

- First round is online, and entries will be juried from digital images for acceptance into the exhibition and invited to be delivered. Results of this judging will be published on our website, CalExpoStateFair.com/ Competition by clicking on the California Photography icon link on the competitions page. Please ensure no_reply@fair-judge.com is in your address book or check your spam/trash folders for confirmation results.
- 2. The second round of judging is closed to the public. This will be the confirmation judging where awards will be distributed at the jurors' discretion. Any photograph that does not meet the expectations set by the entered digital image(s) or the display requirements will be subject to disqualification.
- 3. Only those photographs accepted by the jury will be exhibited and only the photographs accepted will be eligible for awards. A list of accepted photographs in each Division and Class will be posted to our website CalExpoStateFair.com/photography/. Once photographs are accepted into the show, they may not be removed from the exhibition by the artist or purchaser until after the close of the California State Fair and the exhibition.
- 4. Results of confirmation judging will be published on our website: CalExpoStateFair.com/photography/ by the end of the fair.

Judging Criteria

All entries will be judged on:

Creativity - originality, does the image inspire or evoke a feeling.

Composition - framing, perspective, leading lines, etc.

Theme - adherence to Division/Class.

Quality - exposure, white balance, focus, depth of field, lighting, resolution, etc.

AWARDS

The California State Fair will award the following:

BEST IN SHOW AWARD

One Juror Awarded recipient will be chosen for The Best in Show

AwardState Fair Rosette, \$100 and Golden Bear Trophy

JUROR AWARD

Three (3) Juror Awards will be selected.

Award (each)......\$75.00 and a State Fair Rosette

AWARD OF EXCELLENCE

A maximum of eleven (11) Awards of Excellence may be awarded at the discretion of the jurors.

Award (each).....\$50.00 and a State Fair Ribbon

AWARD OF MERIT

A maximum of twelve (12) Awards of Merit may be awarded at the discretion of the jurors.

Award (each).....\$25.00 and a State Fair Ribbon

Credential Admission Information

Each exhibitor having one or more of their entries selected for display at the California State Fair shall receive a maximum of one (1) complimentary gate admission credential at time of delivery.

Art Sales Information

Artists will have the option of placing their photograph for sale. When setting the price of their photograph, artists are advised to take into consideration the commission, the cost of framing and/or otherwise preparing their photograph for display, as well as the cost of delivery of their photograph. A commission of 30% of the purchase price on each photograph sold will be retained. Sales tax will be charged to these sales. The fair will not ship photograph to buyers and purchased photograph must be picked up by the buyer. A portion of the commission will be donated to the Friends of the California State Fair scholarship fund.

AWARD SPONSORS

ARTHOUSE ABB PHOTOGRPAHY AWARD

Michael Crockett



ArtHouse –a short term rental companycombines its passion for fine art and traveling. We provide unique lodging experiences for traveling professionals.

Entering another year of operations, we have hosted more than 7,000 travelers and are in 35+ locations within the region. Our mission is to celebrate art, support local and regional Artists and to connect travel with quality, memorable accommodation experiences. We award 1-FREE Night's Stay to the winning Artist recipient of the Photography Best of Show Award. Award-recipient will receive a certificate with claim instructions.



ARTISTIC EDGE "FRAME WORKS" AWARD

Art is important and evokes many feelings—it's important to have art around you that is special to you and is unique. Artists give so much to the world and we want to return the support to the arts community. Artistic Edge will provide a \$75.00 Gift Certificate towards framing service for 'Best of Show' in the Photography Competition.



"RURAL NORTH CALIFORNIA" ARTIST AWARD

The Arts Council of Placer County (ACPC) promotes and advocates for all arts across Placer County to enrich and help develop the artistic culture of our region of Northern California and beyond. They believe that art should be a part of every-day living and that everyone in the community benefits when art is included in daily living. ACPC is honored to provide \$500 to a 'Rural Artist' in Northern California. Rural as identified by areas of Humboldt, Yuba, Butte and Nevada County. Award recognizes traditional photography in Black & White and/or Color in any Division.

DIVISIONS & CLASSES

Division & Classes

Entry Fee: \$12

DIVISION 25 - BLACK AND WHITE

Class 1: Architecture

Class 2: Landscape

Class 3: People

Class 4: Nature

Class 5: Any Other

DIVISION 26 - COLOR

Class 1: Architecture

Class 2: Landscape

Class 3: People

Class 4: Nature

Class 5: Any Other

DIVISION 27 - DIGITAL MANIPULATION/ALTERNATIVE PROCESSING

Class 1: Digital Manipulation/Alternative Processing

Notes on Classes:

Architecture can include but is not limited to: bridges, cityscapes, monuments, and buildings rural or urban, etc.

Landscape can include but is not limited to landscapes, skyscapes, seascapes, nightscapes, and waterscapes.

People can include but is not limited to: action, children, documentary, events, family, fashion, festivals, group, portraits, self-portraits, travel, vacation, etc.

Nature can include but is not limited to animals of any kind, insects, flora, macro images, etc.

Any other can include but is not limited to any subject matter that does not fit into any of the preceding classes.

2024 GENERAL RULES

California Exposition & State Fair

General Rules are subject to any action that may cause revision or curtailment at any time before each competition or judging. Upon submission of online entry and signature on detailed receipt if applicable, the exhibitor acknowledges that they have read and understood these rules and all others of the competition in which they enter. Furthermore, exhibitors are responsible for viewing, reading and understanding all revisions or curtailments on the State Fair's website before the competition. Exhibitors may request an additional copy of the most current rules by contacting the entry office: email: entryoffice@calexpo.com.

Exhibitors Entry Responsibilities

STILL EXHIBITS

1. All submissions and information necessary to determine that the exhibit is eligible must be submitted online, uploaded if necessary, and entry fees paid by Visa or MasterCard by the entry deadline.

It shall be the responsibility of the exhibitors to correct all deficiencies in connection with entries or exhibiting which are required of them by the rules printed in the Competition Guide.

Entries will not be judged if deficiencies have not been cleared or fees paid.

LIVESTOCK & AG MECHANICS

2. All signatures and information necessary to determine that the exhibit is eligible must be submitted online for Junior Livestock, Open Livestock, Ag Mechanics, Best of Show and Small Animals.

All Livestock, Small Animal, Best of Show and Ag Mechanics exhibitors will be required to submit a Detailed Receipt with all required signatures within one week of the entry deadline.

It shall be the responsibility of the exhibitor to correct all deficiencies in connection with entries or exhibiting which are required of them by the rules printed in the Competition Guide.

A deficiency penalty of \$20 per entry must be paid for any deficiency or fees which have not been paid by July 1 for Livestock and Small Animals, this includes not returning the detailed receipt by the due date.

Entries will not be judged if the detailed receipt is not received.

This rule shall apply to all equine shows with a requirement for their fees, forms, and signatures being submitted by the entry deadline date within each equine section of any competition guide.

ENTRY LIMIT

3. The State Fair management shall reserve the right to limit entries displayed and/or exhibited to facilities available and may limit the number of entries made by an exhibitor.

Entries may also be limited or not displayed based on size, content, subject material, or for any reason determined not in the best interest of the California State Fair.

Any return of entries under this rule will be done at the sole discretion of the State Fair management.

OWNERSHIP OF ENTRY

 Unless specific provisions are otherwise made in the Competition Guide (printed or on the web), exhibitors must be the bona-fide owner of their entries.

The management may demand such proof of ownership as it deems necessary in each case.

EXHIBITOR LIABILITY

5. Each exhibitor will be solely responsible for any consequential or other loss, injury or damage done to, or occasioned by, or arising from, any animal or article exhibited by him/her.

Exhibitor agrees to indemnify, and hold harmless, the State of California, California Exposition & State Fair and all officers, agents, and employees thereof from all claims, demands, damages, costs, expenses, or liability costs suits or actions of every name, kind and description, brought forth from or on account of, injuries to death of any person including but not limited to workers, and the public, or damage to property resulting from the performance of the exhibitor or entries.

Neither party shall request apportionment of liability by a jury.

NO GUARANTEE

6. The State Fair cannot guarantee that all exhibition requirements of an entry can be provided (i.e., electricity, a showcase, a pedestal, special lighting, special location, total space requirements, water source, computer services, or any other special requirements).

DIVISION/CLASS CANCELLATION

7. The State Fair management reserves the right to return entries and cancel any division or class in which, in its judgment, the entries are insufficient to secure adequate competition.

ENTRY ERRORS

- 8. State Fair management is not responsible for finding errors in entries.
- 9. Exhibitors are responsible for any and all errors which were submitted online.
- 10. No exhibitor shall be entitled to an award which has been disallowed as the result of his own error.
- 11. The State Fair management shall withhold the payment of awards for exhibits that are ineligible and may recover awards that have been paid for ineligible entries that are disclosed during post audits of State Fair records. However, exhibitors with a cause are entitled to question the validity of any disallowance. Such exhibitors should inform the State Fair management immediately, in writing, giving their name, address, complete description of the entry and the reason for requesting reconsideration. Requests will not be considered later than ninety (90) days after receiving notice of disallowance.

SUBSTITUTION

- 12. Substitutions may be made in still exhibits only in the same division of the original entry of the original exhibitor, and may be made only if completed by the entry delivery date.
- 13. Substitutions for livestock must be in the same division of the original entry by the original exhibitor.
- 14. Substitutions must be made at the time of check-in to avoid penalty.
- 15. Fees may apply for substitutions in excess of two per division.
- 16. The State Fair or the judge may disqualify or transfer to the correct class any entry which is not a true representative of the division or class in which it is entered.

PREVIOUSLY ENTERED ENTRY

17. Any non-animal (still exhibit) entry that has been exhibited at a previous California State Fair is not eligible for entry in the 2024 California State Fair.

VERIFICATION

18. Online submissions will receive a confirmation once entries are submitted.

RESPONSIBILITY

- 19. The State Fair shall not be responsible for exhibits remaining on the fairgrounds after designated release times.
- 20. All Still Exhibits or display elements remaining on the fairgrounds after designated release time will be treated as abandoned property and will be disposed of on or before September 1 of the same year.

REMOVAL OF ENTRIES

- 21. An exhibitor may not remove his or her entry from the California State Fair once it has been accepted.
- 22. **Judged or Accepted**: Entries must be on exhibit at the official opening of the State Fair or at any other time specified in the Competition Guide and shall not be removed from the fairgrounds prior to the release date printed in the guide, except (at the discretion of the State Fair management) in cases of positive evidence of sickness, accident and/or death, or other circumstances that are in the best interests of the State Fair.

DISHONORED CHECKS

23. A penalty of \$25.00 per dishonored check must be paid if a check for payment of entry fees or other applicable fees is refused by the bank. Only cash, certified check or money orders are acceptable for the penalty payment.

ENTRY FEES

24. Entry Fees are NON-REFUNDABLE.

LATE ENTRIES

- 25. Late Entries may be accepted at the sole discretion of the California State Fair under the following conditions:
 - a. Late Entries will **NOT be accepted** for **California Crafts, Fine Art, Student Showcase, Photography, Canning & Baking, and County Fair Best of Show Master Showmanship.**
 - b. If the department accepts late entries, the completed entry form(s) and other completed required forms, signatures and full payment for all required fees must arrive at the California State Fair Entry Office

(by Certified Mail, Hand Delivery or Electronically) no later than five calendar days after the official entry deadline requirement of the competition.

For example, if the Official Entry Deadline is June 12, the last day and time a late entry may be eligible would be June 17 at 4:00 pm. If late entries arrive after 4:00 pm on that fifth day, they will NOT be considered.

- c. Open **Livestock Late Entries** will be accepted until July 5, 2024, with **an additional \$100 per entry.** Payment must be received no later than 5 pm on July 5, 2024.
- d. Extended Entry Deadline for Open Boer Goats, NDGA Nigerian Dwarf Goats and Open Pygmy Goat Shows will be July 10.
- e. All late entries must be accompanied with the entry fee as listed within the program in addition to a late fee of \$20 per entry for all Junior Livestock and Open Livestock entries and a late fee of \$10 per entry for non-livestock competitions and small animals (Fur and Feathers and dogs). Acceptable forms of payment are Visa, Master Card, check or money order.
- f. Exhibitors who are already entered as exhibitors may add additional entries as long as the animal is already entered by paying a \$100 late fee plus the original entry fee.
- g. No entries will be accepted beyond the capacity of the facility.
- h. All other entry requirements as well as any rules, regulations and schedules shall apply.
- i. No entry is a guarantee of acceptance and it is the exhibitor's responsibility to confirm that the State Fair has accepted any and all entries.
- j. The California State Fair expressly reserves the right to reject any and all entry forms for any reason whatsoever.

DESIGN

- 26. The California State Fair assumes total design control over the presentation of the exhibits.
- 27. Entries designed for hanging and not so equipped will be hung in a manner deemed appropriate by the State Fair.
- 28. No exhibit changes will be made once the entries have been displayed.
- 29. Once an entry has been received by the State Fair, no further handling of entry by exhibitor shall be permitted.

- 30. Relocation and final placement shall be accomplished by State Fair personnel.
- 31. Entries requiring assembly/disassembly must include detailed instructions and sketches for assembly/disassembly.
- 32. Instructions should indicate lifting points, unsecured parts and any other information required for such handling. Where necessary bank pins will be utilized to attach exhibits for display.

JUNIORS ENTERING SENIOR DEPARTMENT

- 33. All divisions and classes within Junior Departments are intended for Juniors exclusively. Entry into the Junior Department is regulated by age and youth organization requirements as outlined in this competition guide. In no case may a person, group or organization outside of these age requirements (younger or older) be allowed to enter and compete in the Junior department.
- 34. However, Juniors may elect to enter, exhibit and compete (animal or non-animal) in the Senior Department when the rules of that department, division or class allow for such. Such entries shall be restricted to:
 - a. A class for the exhibit that is not provided in the Junior Department.
 - b. Junior Livestock Exhibitors that officially enter and show in the Junior Livestock Show are eligible to compete in the Open Show as long as the same exhibit/animal is entered and shown in the Junior Show and the same exhibit/animal is entered and meets all Open Division entry deadlines and guidelines.
 - c. Open classes or divisions that allow for the participation of Juniors due to the open competition being a specialty, feature, regional or national show sanctioned by the State Fair and/or recognized organization. In this case, the Junior exhibitor must also enter and compete (with the same exhibit) in the current year's Junior department, division, class offered for the exhibit. This provision must be printed specifically within the rules of the feature show within this guide.
- 35. Anyone under the age of 18 who meets the California State Fair age requirements and is planning to exhibit in a Senior department must have their parent or legal guardian sign their detailed receipt.
- 36. If the exhibitor is required to be on the fairgrounds, the Junior must be supervised by their parent or legal guardian while at the State Fair.
- 37. Exhibit animals owned in partnership between Seniors and Juniors shall not affect Junior's eligibility when the Senior partner is the exhibitor.

STATE FAIR EMPLOYEE PARTICIPATION

38. No employee of the State Fair will be permitted to enter an exhibit for competition. No person shall be an exhibitor or sign an entry form as an agent in any Division or Department in which the exhibitor is a department head, judge, or paid employee.

Disqualification

ENTRY DISQUALIFICATIONS/TRANSFERS

- 39. A complete exhibit eligible in more than one Division and/or Class shall be entered and judged only in the Division and/or Class for which it best qualifies.
- 40. The State Fair or the judge may disqualify or transfer to the correct Class (at his/her discretion) any exhibit which is not a true representative of the Division or Class in which it is entered.
 - It is not, however, the responsibility of the State Fair or judges to transfer an entry to the correct Division and/or Class.

DISQUALIFICATIONS

- 41. The State Fair management shall reserve the right to vacate, declare ineligible for competition, and/or order the removal of any entry which is not in the best interest of the State Fair, is unsightly, unhealthy, injured, lame, unsound, endangers public safety, violates the State Fair's Animal Welfare Policies, or has been entered in violation of these rules and regulations.
- 42. In the event, an entry or an exhibitor is disqualified for any rule or policy violation (including but not limited to practices or procedures that are unethical, those in violation of the State Fair's Residue Avoidance Program, DNA Testing Program and those not adhering to the State Fair's schedule for the program), any or all of the following actions may take place:
 - a. The entry or exhibitor that is disqualified will be declared ineligible and will not receive awards, premium money and/or any sale proceeds. Further, the exhibitor shall be responsible for payment of any fees, fines due or costs incurred by the State as a result of disqualification.
 - b. The owner/exhibitor and members of his/her immediate family will not be eligible to compete in subsequent California State Fair Programs. The extent and degree of future eligibility shall be determined by State Fair Management.

- c. State Fair Management reserves the right (but does not guarantee) to move entries up in placing after judging has taken place when an award void is created by a disqualification.
 - This process of moving up judged entries shall only take place, however, when it is clear what the judge's placing would have been had the disqualified entry not been in competition.
 - For example, when a Champion is disqualified, the Reserve shall move up and be named the Champion; however, no other changes shall take place below the Reserve Champion. The same shall apply in the case of a class, section or division winner when a 2nd place has been clearly indicated by the judge.
 - If it is not possible to clearly determine a new placing, no change shall take place.
 - When a placing change does take place the entry moving up will receive all the awards, appropriate titles and all premiums of the disqualified entry but will not receive any of the original placing awards or premiums won in the second category. In other words, 2nd place will now receive 1st money and "no" entry will receive 2nd money.

COOPERATION

43. Exhibitors, their immediate family, leaders, advisors and agents thereof, not cooperating with security personnel or any other State Fair officials in all matters of policy, including but not limited to parking, stall/pen/space assignments and appearance, judging and/or animal care will have their entries cancelled and will be ordered to remove their exhibit from the grounds immediately and forfeit all awards, premium monies, and sale proceeds. Failure to adhere to this rule will result in being banned from the State Fair.

PUBLIC DISTURBANCES

44. Exhibitors causing public disturbances, those who are uncooperative and/or unsportsmanlike, those not following good animal welfare practices as determined by management, or those found in violation of rules or in practices unethical or inimical with the State Fair program and/or policies/procedures shall be penalized by forfeiture of premiums awarded, any and all awards, payments of fines and/or damages to State Property, privileges, and/or disqualification at this or subsequent State Fairs as may be deemed appropriate by the State Fair Management and/or the Board of Directors.

Further, if the exhibitor and/or exhibitor's adult supervisor, parent or family member's actions are deemed to be illegal, inhumane or unethical to livestock; the proper authorities will be notified for further investigation by those agencies for possible prosecution and/or civil penalties.

PROBATION

45. Any exhibitor found in violation of any rule may be placed on probation for one year or longer if State Fair management deems appropriate.

Judging

JUDGING

46. The judge(s) shall award first, second or third place, etc., according to merit and if without merit the judge shall make no award under any circumstances. This rule applies whether there are one or more entries in the class.

JUDGE/EXHIBITOR INFORMATION

47. No person shall act as a judge in any Division in which he/she or a member of his/her immediate family is an exhibitor, is in charge of an exhibit or division, in charge of a group of exhibitors, or is a member of a group of exhibitors.

JUDGE/FRATERNIZATION/CRITICISM

- 48. Judges should avoid unnecessary fraternization with exhibitors. No person shall be allowed, under any circumstances, to interfere with the judge, or judges, during their adjudications, or with the State Fair's staff, or to offer any criticism of any exhibit of another.
 - Violators of this rule shall be excluded immediately from the judging area and competition and be subject to such additional penalties, including cancellations of awards, as the State Fair management shall consider appropriate.
- 49. No exhibitor shall receive more than two cash awards in any one class. For this rule only, a husband, wife, and unmarried children (including foster children) under 18 years of age shall be considered as being one exhibitor, except that brothers and/or sisters shall be considered as being separate exhibitors in Junior Department classes.
 - This rule shall have no bearing on consideration in the placing of entries by judges. Ribbons shall be presented in the order of placing by the judges.

The management shall, however, pay third money to the fourth winner, etc., when the third winner is prohibited from receiving third cash award under the provisions of this rule. (Any entry or exhibit in which one or more members of the family described above has a financial interest shall be included in the limitation of not more than two cash awards per class.)

50. Management reserves the right to combine or to divide classes in a manner it deems necessary in order to assure adequate competition.

In the event of a show change, as a result of this rule, or where classes are established after the close of entries, premiums and awards will be distributed, divided or eliminated in a manner as deemed necessary by State Fair Management.

JUDGE'S DECISION

- 51. The judge's decision is final.
- 52. The judge's decision cannot be protested.

CHIEF JUDGE POLICY

53. A Chief Judge will be assigned by the State Fair, for still exhibits only, to mediate in the event there is a conflict during the judging process. All decisions of the Chief Judge shall be final and may not be protested.

PROTESTS

54. **For still exhibits and horse only** - Any protest must be submitted in writing and given to the State Fair's staff member responsible for the Competitive Program in question within 24 hours of the time of the cause of the protest.

Protests must be based on a violation of rules, and you must reference the rule in your protest. The judge's decisions on awards cannot be protested.

No protest shall be considered by the management unless accompanied by a deposit of \$300.00 (Cash, money order or certified check).

The deposit shall be forfeited if the protest is not upheld.

Protests shall be adjudicated by State Fair management.

State Fair management will consult with a member of the California State Fair Board of Directors who shall be designated by the Chairman of the Board.

The decision of State Fair Management shall be final and unappealable. See special livestock rules for protests in the Livestock Program. 55. Under no circumstances will any entry which has been previously judged be "rejudged" due to the disqualification or removal or another entry.

Awards

SPECIAL AWARDS

56. Special Awards contributed by businesses or individuals are offered in some California State Fair Competitive Programs. These Special Awards are the obligation of the contributor/donor. The California State Fair is not responsible for redemption of these awards.

TAX LAWS

57. It is the responsibility of the exhibitor to investigate and adhere to State and Federal tax laws/regulations regarding premiums paid, and awards received.

As an out-of-state payee who earns \$1500 or more, Cal Expo must withhold 7.5% for State taxes.

You may request an exemption or a reduction of this withholding by filling out and submitting the Nonresident Withholding Waiver Request, California Form 588.

PREMIUM AWARDS

- 58. Awards, ribbons, tags or cards have no value as payment. Premiums are paid only from the records of the judges' sheets.
- 59. Premium checks will be issued as soon as auditing, drug testing, if applicable, and processing can be completed. If checks are not received by November 15, please phone or write the State Fair.
- 60. Checks must be cashed within six months of the date of issue.
- 61. Exhibitors have until December 31 of the same year, to claim checks returned to the State Fair. Checks will not be reissued after this date.

Age Requirements

JUNIOR EXHIBITORS MEMBERSHIP AGE AND AFFILIATION REQUIREMENTS

62. Organization affiliation requirements: If a Junior (youth) exhibitor has been a member of a junior organization for 60 days immediately prior to the opening date of the State Fair (May 13, 2024), and their project or entry was produced or conducted at any time during the year of 2024 under the supervision of the organization, the Junior must enter the divisions or classes designated for that organization.

If, however, the project or entry was not produced or conducted under the supervision of the organization, the Junior must enter as an Independent Junior for that project or entry.

Example: If a 4-H member wishes to enter a Market Lamb competition and the Youth Canning & Baking competition, in a situation where they are only enrolled in a 4-H Sheep project, the entry is as follows: Enter 4-H for the Market Lamb competition and Independent Junior for the Canning & Baking competition (even though the exhibitor is a 4-H member, the baked goods project was not produced or conducted under the supervision of the organization).

- 63. Non-designated "Junior" shows or divisions: If a show or division offered is not specified as 4-H or FFA, Junior exhibitors who are enrolled in a 4-H or FFA project relating to that show or division must still enter as members of their respective organizations and follow all applicable rules and regulations of the department.
- 64. All 4-H exhibitors must be 9 years old by December 31, 2023, and not be older than 19 years old as of December 31, 2023. Exhibitors must also meet age and membership requirements of their organizations when entering as a member of an organization. Exhibitors must also meet the ownership and all other requirements of the competition to be eligible for entry.
- 65. California Grange: California Grange youth shall be considered Independent Juniors for Livestock, Dairy, Small Animal and Still Exhibits.

INDEPENDENT JUNIOR AND GRANGE AGE REQUIREMENTS

(Rules 66-69 apply to Indoor non-animal Exhibits only.)

- 66. Independent Junior and Grange exhibitors may enter California State Fair classes and divisions in indoor (Still Exhibit) competitions if they are 5 years old as of January 1, 2024.
- 67. Independent exhibitors are eligible to compete/exhibit through December 31 of the year in which they turn 18 years of age.
- 68. Grange exhibitors are eligible to compete/exhibit through December 31 of the year in which they turn 19 years of age. Exhibitors must meet the ownership and all other requirements of the competition to be eligible for entry.
- 69. Independent Still Exhibit Exhibitors: Persons, who are "not" 4-H, FFA or Grange members may enter the Junior competitions provided they meet age requirements for youth exhibitors in the competition they are entering.

These Juniors are considered Independent Juniors and must enter Independent Junior classes or divisions when the classes or divisions are designated as such in the Indoor (Still Exhibits) Competitions.

Exhibitors who enter Independent of an organization must not be older than 18 years old as of January 1, 2024.

FFA AGE REQUIREMENTS

70. The first year of eligibility will be determined by the FFA advisor; however, the exhibitor must have graduated from the 8th grade as of July 1, 2024.

FFA requirements allow exhibitors to enter FFA classes through the year following the year in which they graduate from high school.

INDEPENDENT AND GRANGE ANIMAL EXHIBITORS

71. Persons who are "not" 4-H or FFA members may enter the Junior Livestock Show provided they meet age requirements for animal exhibitors at the State Fair.

These Independent and Grange exhibitors shall enter 4-H or FFA classes as follows:

- a. Independent and Grange Junior exhibitors who are 13 years of age or under (as of show day) shall compete in the appropriate 4-H divisions only.
- b. Independent and Grange Junior exhibitors who are 14 years of age (as of show day) or are incoming freshmen in high school shall be placed by State Fair Management in either 4-H or FFA divisions.
- c. Independent Junior exhibitors are eligible to enter 4-H or FFA Showmanship. Independent Juniors are not eligible for County or Chapter Groups or Outstanding Exhibitor.

MEMBER STANDING AND OWNERSHIP REQUIREMENTS

72. Juniors who are members of 4-H, FFA or Grange must be in good standing with their organization and projects entered as such must have been conducted under the supervision of the organization and must be owned by the exhibitor (unless otherwise stated).

ELIGIBILITY QUESTIONS

73. Any questions as to the eligibility of an entry shall be determined by the exhibitor's advisor (for 4-H, FFA or Grange), instructor (for Student Showcase) or parent or guardian (for Independent Juniors). Notwithstanding the foregoing, the State Fair shall make the final

determination of eligibility in all cases.

4-H AGE REQUIREMENTS

- 74. The levels of membership for 4-H are aged based. Each level is defined as follows:
 - a. **Primary Level:** Must be 5 years old as of December 31, 2023. Primary membership ends when members qualify as junior members. Exhibitors who are under nine years of age on or before December 31, 2023, are not eligible to compete in animal competitions at the California State Fair.
 - b. **Junior, Intermediate & Senior:** Must be 9 years old by December 31, 2023. Exhibitors are eligible to compete/exhibit through December 31 of the year in which they turn 19 years of age.
 - c. **Home Schooled Children:** Age criteria, as listed in 1 and 2, only will apply to home-schooled children. A grade level will not be a consideration. (Exhibitors who are under 9 years of age as of December 31, 2023, are not eligible to compete in animal competitions at the California State Fair.)

INDEPENDENT JUNIOR AND GRANGE AGE REQUIREMENTS

(This rule applies to Animal Exhibitors)

75. Independent Junior and Grange animal exhibitors must be 9 years old as of January 1, 2024, and are eligible to compete through December 31 of the year in which they turn 19 years of age. Independent Juniors and Grange exhibitors shall enter 4-H or FFA animal classes.

NO DUAL AFFILIATION IN COMPETITION

76. Under no circumstances may an exhibitor show the same species or project in more than one Division of the Junior Department.

ADULT SUPERVISION REQUIREMENT

77. All Junior exhibitors, required to be on the State Fairgrounds, must be accompanied and supervised by an adult while on the State Fairgrounds. Instructors, advisors, leaders and other adults in charge of Junior exhibitors shall be responsible for their conduct at all times.

FFA SUPERVISION REQUIREMENTS

78. All FFA exhibitors entered as such must be supervised by their agricultural instructor.

Any deviation from this rule must be taken up with the State Agriculture Education unit representative in charge.

The CATA Curricular Activities Code shall govern the conduct and eligibility of FFA exhibitors and their projects.

UNIFORMS

- 79. Uniform requirements for Independent youth shall be the same as required for 4-H and FFA members excluding insignia.
 - The official show uniform for animal exhibitors at the California State Fair will be white pants, trousers or dress and a white blouse or shirt.
- 80. No exhibit owned by a chapter or club, or conducted, as a joint project by two or more individuals is eligible in the Junior Department unless the division/class specifically states.

FREE SPEECH ACTIVITIES GUIDELINE

81. The California Exposition & State Fair (Cal Expo) hereby finds that these guidelines are intended to set forth in writing Cal Expo's long-standing policy governing the conduct of Cal Expo employees and exhibitors, as well as members of the public, under the First Amendment to the United States Constitution and Article I of the California Constitution, on Cal Expo's grounds.

These guidelines are not intended to enlarge upon nor create any rights guaranteed by existing law nor waive any defense or rights available to Cal Expo, nor do they represent any admission that the facilities of Cal Expo are open as a public forum.

It is the policy of Cal Expo to allow within the parameters set forth herein, reasonable access to its grounds and designated free speech expression zones for demonstrations for free speech activity as allowed by the First Amendment to the United States Constitution and Article I to the California Constitution.

For further information regarding Free Speech Activities at the California Exposition & State Fair please write to:

Chief of Police, California Exposition & State Fair P.O. Box 15649, Sacramento, CA 95852

82. Should contractors, associations, clubs or individuals desire to arrange for beverages and food service, all such arrangements must be coordinated through Oak View Group Hospitality, the State's Master Food & Beverage Contractor. **No exceptions.**

Contractor shall be responsible for expenses related to these services if any. Alcoholic beverage service areas/facilities will only be allowed in designated locations. Only persons 21 years or older will be allowed to consume alcoholic beverages. Further, no alcoholic beverages may be brought onto the grounds. These products may only be acquired at OVG permitted locations on the grounds. Individuals that endanger themselves or others will be reported to authorities.

DEFINITIONS

The following definitions apply to this guide

American System of Judging: Each entry in a class is judged in comparison to the other entries in the class. Entries are placed first, second, third, etc. according to relative merit. There will be no more than one first, second, third, etc. per class.

Danish System of Judging: Each entry in a class is judged on its own merit. Entries are placed first, second, third, etc., depending on points received based on the score card. There may be more than one first, second, third, etc. per class.

Senior Departments: California Fine Art, California Crafts, Canning & Baking, Photography, Commercial Wine, Commercial Craft Brew, Home Brew, California Cheese, California Olive Oil, Open Livestock by species and Open Small Animals by species.

Junior Departments: Youth Canning & Baking, Student Showcase, Ag Mechanics, Junior Livestock by species and Junior Small Animals by species.

Senior/Open Exhibitor: An exhibitor who is no longer eligible to be a Junior Exhibitor or enter a Junior Department.

Junior Exhibitor: An exhibitor who is a member of 4-H, FFA, Grange, or an Independent Youth Exhibitor who meets the requirements of Independent Junior divisions offered. See the specific show and General Rules for exceptions to this definition.

Entry Office: The California State Fair Entry Office is located at 1600 Exposition Blvd., Sacramento. Contact may be made by phone, mail, email or personal contact. Questions regarding competitions may also be directed to the Entry Office. (916) 263-3149 - entryoffice@calexpo.com.

Still Exhibits: All competitive exhibits which are typically indoor and not involving animals, such as art, quilts, foods, crafts, sewing, metalwork, jewelry, graphics, drafting, sciences, etc.

Livestock & Small Animals: All competitive exhibits which animals are the entry; such as beef, sheep, swine, dairy cattle, goats, llamas, cavies, rabbits, poultry, dogs, etc.

Online Entry: Commitment to enter and abide by rules.

Detailed Receipt: An official form used in submitting an entry/exhibit in the California State Fair. The Detailed Receipt is only required for Open and Junior Livestock, Small Animals, Best of Show and Ag Mechanic exhibitors.

Entry Fees: A fee charged to enter a competition. All entry fees must be paid online when entries are submitted.

Entry/Exhibit: Terms used to define the item entered in the competition or contest.

Entrant/Exhibitor: Terms used to define the person entering the competition.

Premium: A cash award is given to winners of the competition.

Department: Competition you wish to enter, i.e., California Crafts, Fine Art, Student Showcase, etc. which is comprised of similar shows.

Shows: Generalized sections of the competition.

Division: Categories within a show.

Class: Specific categories within a division.

Competition Guide: a printed or electronic (web) book, prospectus, or flyer which contains information for entry into the California State Fair competitions. Competition Guides can be a printed document or as an electronic document found on the California Exposition & State Fair website CalExpoStateFair.com.

Bona-fide Ownership of Exhibit - ownership is the state or fact of exclusive rights and control over property considered an entry or exhibit. This definition includes livestock, small animals, and horses although not limited to that type of property. Objects/products created or produced are also included as well as intellectual property. Proof of such ownership may be required by management.