

**To the Commissioner of Agriculture, Conservation and Forestry &
The Treasurer of the State of Maine**

Name of Licensee

Stipend Report Checklist

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Premiums Paid Breakdown |
| <input type="checkbox"/> | Profit/Loss Statement |
| <input type="checkbox"/> | Capital Improvement to Agricultural Fair Facilities Report |
| <input type="checkbox"/> | Fair Contact Sheet |
| <input type="checkbox"/> | A current year premium book or specific listings of all competition classes and what premiums/prizes are available for each competition. – Sent at some point during the year. |

Fair Attendance & Operation Estimates

Number of Days Fair Operated	_____
Total Attendance	_____
Number of Paid Admissions	_____
Free Pass Attendance	_____
Vendor Attendance	_____
Attendance Under Local Campground Pass	_____

I _____ The Treasurer of the above-named Agricultural Fair Licensee, do hereby apply for bounty in aid of said Agriculture Fair Licensee, as granted by law and being duly sworn, do say that the sum of _____ (\$ _____)

has been raised and paid in good faith into the treasury of said Agriculture Fair Licensee during the past year, that sum of (\$ _____)

has been paid in the premiums offered and paid by an Agricultural Fair for competitions. This had been done in conformity with the law, and no premiums are offered or paid by a licensee at any competition held other than during the period at which its annual fair is held, and that no premiums have been offered or paid on unneutered male animals over 6 months of age that are not recorded in the books of record for their respective breeds as recognized by the commissioner.

Treasurer

Signature

Title

Date

On behalf of the above-named Agricultural Fair Licensee, we submit the following statement of the amount spent to pay fair premiums and make capital improvements to fairground facilities directly related to its operations and activities.

Secretary

Signature

Title

Date

President

Signature

Title

Date

Notary

Signature

Date

Notary Commission Expires:

One fair signature is required in the presence of a notary.

PREMIUMS PAID BREAKDOWN
TABLE I – QUALIFIED COMPETITIONS

*Displays and exhibits that do not pay a premium are **NOT** to be reported on this form. - Supporting documentation: send a premium book, which can be sent at any time throughout the fair season. Please include a specific list of competition classes and what premiums/prizes are available for each competition.*

<u>QUALIFIED COMPETITIONS</u>	<u>NUMBER EXHIBITED</u>		<u>PREMIUMS PAID</u> <i>"Premium" means a ribbon, trophy or monetary amount or a service or object with monetary value awarded as a prize in a competition. Title 7 Chapter 4 § 81 sub-§10</i>
LIVESTOCK & POULTRY (4-H/Youth & Open)			
	<u>4-H/ Youth</u>	<u>Open</u>	
Beef cattle			\$ _____
Dairy cattle			\$ _____
Fowl (<i>ducks, geese, etc.</i>)			\$ _____
Goats			\$ _____
Horse shows (<i>Any horse classes, not pulling</i>)			\$ _____
Llamas & Alpacas			\$ _____
Poultry			\$ _____
Rabbits			\$ _____
Sheep			\$ _____
Show Steers & Oxen			\$ _____
Swine			\$ _____
VEGETABLES, GRAINS, FRUITS & FLOWERS			
	<u>4-H/ Youth</u>	<u>Open</u>	
Floriculture			\$ _____
Fruits (fresh & dried, not canned)			\$ _____
Vegetables (fresh & dried, not canned)			\$ _____
Grain			\$ _____
Hay			\$ _____
PRODUCTS DERIVED FROM LIVESTOCK			
	<u>4H/ Youth</u>	<u>Open</u>	
Dairy products			\$ _____
Poultry products			\$ _____
HOMEMADE GOODS			
	<u>4H/ Youth</u>	<u>Open</u>	
Home-baked foods			\$ _____
Home-canned foods			\$ _____
Home-cooked foods (e.g., vinegar, maple)			\$ _____

GRANGE AND FARM EXHIBITS			
Farm exhibits <i>(Not entered in another category)</i>			\$
Grange exhibits <i>(adult entries)</i>			\$
YOUTH AGRICULTURE COMPETITIONS – NOT ENTERED IN OTHER CATEGORIES (Closed to Youth Only)			
4-H			\$
FFA			\$
Jr. Grange			\$
Other youth competitions			\$
MECHANICAL ARTS			
	<u>4-H/ Youth</u>	<u>Open</u>	
Small Engine Mechanics & Restoration			\$
Tractor Restoration			\$
Tractor/Farm Safety			\$
Welding/Metalwork			\$
Woodworking			\$
DOMESTIC AND FANCY ARTICLES			
	<u>4-H/ Youth</u>	<u>Open</u>	
Sewing			\$
Quilting			\$
Crochet/Knitting			\$
Photography			\$
Painting			\$
Other Arts & Crafts			\$
PULLING COMPETITIONS			
	<u>4-H/ Youth</u>	<u>Open</u>	
Farm tractor pulling			\$
Pickup truck pulling			\$
Pulling horses			\$
Pulling oxen			\$

Total (Sum of Table I) \$ _____

TABLE II

(This does not guarantee stipend payment eligibility)

Total (Sum of Table II) \$

\$

Total (Sum of Table I & II) \$

\$

PROFIT /LOSS

This may **NOT** be replaced with a printout. Supporting documentation can be included, but the form **MUST** be completed, or stipend payment will be rejected.

RECEIPTS

Cash on hand	\$	_____
Prior year stipend payment	\$	_____
Number of members		_____
Receipts from members	\$	_____
Receipts from entry fees – racehorses	\$	_____
Receipts from entry fees – pulling animals	\$	_____
Receipts from entry fees – other	\$	_____
Gate Receipts	\$	_____
Receipts other than the above (ground rent)	\$	_____

TOTAL RECEIPT

TOTAL \$ _____

EXPENDITURES

Commissioner requested facility improvements (0 if not applicable)	\$	_____
Capital improvements to fairground facilities (must match total on page 5)	\$	_____
Capital acquisitions (<i>i.e., land and equipment purchases</i>)	\$	_____
Amount expended – race purses	\$	_____
Maintenance	\$	_____
Operating expenses of the fair	\$	_____
Labor during the fair	\$	_____
Police/security	\$	_____
Amount expended for other fair purposes	\$	_____
Cost of insurance	\$	_____
Dividends	\$	_____
Premiums paid (<i>total should be total from the bottom of page 3</i>)	\$	_____
Official salaries (<i>judges and officials</i>)	\$	_____

TOTAL EXPENDITURES

TOTAL \$ _____

ASSETS

Cash on hand	\$	_____
Accounts receivable	\$	_____
Other financial assets	\$	_____

TOTAL ASSETS

TOTAL \$ _____

LIABILITIES

Accounts payable	\$	_____
Notes of mortgages	\$	_____
Other (describe) financial obligations	\$	_____

TOTAL LIABILITIES

TOTAL \$ _____

CAPITAL IMPROVEMENTS TO AGRICULTURAL FAIR FACILITIES REPORT

Only include actual expenditures for capital improvements that enhance the value or extend the lifespan of a facility.

Do not include fair, volunteer, or donated labor, sponsored or in-kind services, or vehicles.

[illegible]

FAIR CONTACT SHEET

*Please list the staff for the **upcoming** fair year*

If you have not determined staff for the upcoming year, this section may be submitted separately, by no later than April 1.

Fair Name: _____

Phone: _____ **Email:** _____

Website: _____

Physical Address: _____

Mailing Address: _____

President _____

Phone # _____ **Email:** _____

Address: _____

Vice President _____

Phone #: _____ **Email:** _____

Address: _____

Secretary _____

Phone #: _____ **Email:** _____

Address: _____

Treasurer _____

Phone #: _____ **Email:** _____

Address: _____

Harness Racing Dir. _____

Phone #: _____ **Email:** _____

Address: _____

FAIR CONTACT SHEET – SUPERINTENDENTS

Exhibit Hall

Phone #

Email:

Address:

Livestock

Phone #

Email:

Address:

Animal Pulling

Phone #

Email:

Address:

Mechanical Pulling

Phone #

Email:

Address: