4-H Fair Booth Setup Guide

A setup guide for 4-H fair booths that walks club members through planning, building, setting up, and taking down a display. Print it, follow the steps in order, and keep the copy handy for later reference.

Farm / unit: _____ Date: _____ By: _____

1. Read the fair booth rules
2. Measure the space allowed
3. Gather display materials
4. Assemble the booth backing
5. Mount signs and photos
6. Arrange project items
7. Check lighting and safety
8. Take photos for records
9. Plan teardown and cleanup

YOUR NOTES

TIP Do a practice setup at your meeting place so the real setup goes quickly.