

GUIDANCE FOR EXHIBITORS ON THE SELECTION AND PRESENTATION OF EXHIBITS

General

1. The basis for selecting and presenting exhibits is the schedule produced by the Carlops Village Centre management committee, so this should be read very carefully, including the list of regulations on the back. If anything is unclear exhibitors should contact a member of the committee in advance of the show.
2. Dates and times given in the schedule should be carefully noted, particularly the day and latest time for the receipt of entries, the time when staging may be started and the hour by which it must be finished, and the time when the show closes and hour by which exhibitors must have removed their property. Exhibitors should allow plenty of time to set up their exhibits.
3. The names of the exhibitor must be clearly written on paper provided by the committee, concealed by folding the sheet, then sealed and the relevant class number written clearly on the outside.
4. Exhibitors are encouraged to enter any class that he/she is able to stage an exhibit in. Experienced exhibitors should encourage beginners to take part, and to help them to correctly stage their exhibits, pointing out any mistakes, (such as staging the wrong number of specimens or omitting to put a class label in position) in time for corrections to be made.
5. NOT TO BE SOLD labels will be provided, so where a competitor does not wish an item to be sold in the auction, a label must be clearly displayed on the item at the time of staging. Arrangements must be made by the owner to collect the item promptly after the auction.
6. Particular attention must be paid to the number of specimens stated in the schedule and also to the instructions shown in brackets, as any entries not conforming to these instructions will be liable to disqualification ('Not According to Schedule')
7. In a class where several specimens are required, uniformity of all the characteristics of the specimens is an important feature. Mixing large specimens with others that are smaller, for instance, will weaken the entry.
8. All exhibits should be staged as attractively as possible in accordance with the regulations, using the vases, plates, doilies provided. If competition is close, points for arrangement may be the deciding factor, and judges cannot fail to be impressed by a good presentation. Be sure to take a few extra specimens to the show in case of accident, and check before you leave that the number of specimens complies with schedule requirements.
9. Entrants are advised to visit other shows to get ideas for what makes a successful entry.
10. Exhibitors must be absent from the hall during judging and not to return until the time fixed for re-admission
11. The decision of the judges, whatever it may be, is final. If, after careful consideration, an exhibitor is certain that a mistake has been made, an appeal should be made in writing to the Secretary.
12. Detailed guidance on competing in the Horticultural classes of a show can be found in the Official Royal Horticultural Society guide – ***The Horticultural Show Handbook***. Revised in 2008.
13. Publications by the Women's Institute offer clear, practical guidance on preparing for the Industrial and Handicraft classes.

Baking

1. The schedule requires baking to be displayed on plates and/or doilies supplied by the CVC.
2. Judges will examine the external appearance and general presentation of each entry and signs of correct rising and lack of cracking on the surface will be noted. All loaves and cakes will be cut in half to check the evenness of the texture.
3. In bread classes, the dough must be yeast dough, unless otherwise stated.
4. In cake classes, check whether the requirement is for iced or un-iced and follow accordingly.
5. In egg classes, one egg will be cracked open to check that it is not double yolked.

Preserves

1. The schedule require jars to be clearly labelled, filled to the neck, with proper pot covers. Jars may be with twist-off lids lined with plastic or rubber, which helps to make an airtight seal. If re-using a jar lid, it is important to ensure that the lid is clean. Any taint of previous contents will spoil the new contents. If using a jar with wax discs and cellophane covers for preserves remember that wax discs are not suitable for vinegar-based preserves as they do not form an airtight seal and vinegar has a tendency to evaporate. Jars with plastic-lined screw tops or clip-top jars with rubber seals can be used instead.
2. Select good quality fruit, ripe but not soft, and pick through thoroughly to remove any mouldy specimens. Over-ripe fruit will contain too much water to obtain a good set.
3. Use a large, good preserving pan, with a heavy base, made from good quality stainless steel, with sloping sides to a wide mouth and measurements up the inside, and a pouring lip if possible. The large size and sloping sides allow maximum evaporation, essential for reducing the liquid in the preserve to the right concentration, and the large size allows the ingredients to come to a rolling boil, vital for a good set, without boiling over. Never fill the preserve pan more than half way.
4. Proper sterilization of the jars prevents contamination, which will spoil the preserve, especially vinegar based contents such as chutneys.
5. Judges will consider the colour, general appearance and presentation of every entry. Each jar will be opened and the consistency of the contents examined and sampled. Evenness of the size of the pieces of materials used may be a point earning factor. A good set and lack of crystallisation of the sugar will be noted.

Handicraft Classes

1. The judge will be looking for evidence of craftsmanship and creativity e.g. entries will be examined for even tension of stitching and care in finishing.
2. All photographs must be presented framed or mounted on card.

Children's Classes

1. Children are encouraged to compete in any class in the show – Horticultural, Industrial and Handicraft Classes.
2. In each of the specified Children's classes there are three age groups: up to 7 years; 8-13 years; and 14-16 years. Within each class, points will be awarded in each age group.
3. Age should be clearly written on the outside of each entry label.