

## YOUTH INN INFORMATION

Kathy Comer, Youth Inn Superintendent

### NOTE FROM THE SUPERINTENDENT

All young people registered to stay in the dormitory must have their parent present in order to make other arrangements. This includes those young people of legal age (18 years or older). Brothers and sisters will not substitute for parents. This rule will be strictly adhered to.

Over the years, the Youth Inn Staff has appreciated the cooperation of the adult supervisors. You have become the backbone of an orderly dormitory stay. Therefore, every attempt has been made to provide you with assistance to make your job easier.

Please note that all rules apply to adult supervisors as well as youth.

Enclosed you will find the expectations that will be placed upon you. I hope these prove helpful in selecting qualified chaperones and in orienting them to their responsibilities.

I will be available during the Fair to answer any questions you might have. Please feel free to contact me if any problems arise.

### YOUTH INN DORMITORY PRIVILEGES

#### GENERAL POLICY:

1. The Youth Inn is operated and staffed by the Iowa State Fair. Members from any recognized youth organization who are participating in the Iowa State Fair are eligible to stay in the Youth Inn Dormitory.
2. All youth must be accompanied by a responsible adult to be eligible to stay in the dormitory. All adult supervisors are responsible for the conduct of members while in the dormitory. Only authorized adults may stay in the dormitory. Siblings of exhibitors are allowed to stay if their parent is a chaperone.
3. Each adult supervisor will register for all the youth for which he/she is responsible. Registration will take place at the office of the Youth Inn.
4. Lights will be turned out at **11:00 p.m.** and the doors will be locked at **12:00 a.m.** Any who return after these times may only gain admission by contacting the dormitory night security. Appropriate action for those returning late will be taken depending on the circumstances.
5. All who stay at the Iowa State Fair Youth Inn will pay a per night fee; \$10 per person per night for youth exhibitors and \$15 per person per night for adult chaperones. Payments for all nights will be collected during check-in and are non-refundable.
6. **NO FOOD OR DRINK MAY BE TAKEN INTO THE DORMITORY. ABSOLUTELY NO ALCOHOLIC BEVERAGES ARE ALLOWED IN OR AROUND THE DORMITORY.**
7. Any use of alcohol before entering the dormitory will be cause for revoking dormitory privileges and expulsion from the Youth Inn.
8. Grandstand Ushers should register directly at Hillcrest Dormitory.
9. The dormitory staff reserves the right to remove anyone from the dormitory whose behavior is not in the best interest of the guests in the dorm.
10. The Iowa State Fair and dormitory personnel are not responsible for valuables brought to the Fair. If valuables are brought, the owner is completely responsible and should keep them under lock and key or with him/her at all times. It is best to leave them at home!
11. All rules apply to adult supervisors as well as youth.

#### DORMITORY PROCEDURES:

1. **Beds will be assigned on a first-come, first-served basis.** Beds must be used on the days they are signed up for. Therefore, members or groups arriving on different days may not be assigned together.
2. A "Bed Assignment" tag will be filled out for each person staying in the dorm and will be tied on the bed. When checking out, the "Bed Assignment" tag is to be returned to the office.
3. All bedding and luggage must be removed from the dorm area by 1:00 p.m. on the day of checking out unless prior arrangements are made with the Youth Inn Office.
4. **NOTE: Check-in time is 2:00 p.m.- 6:00 p.m. Reservations will be null if not checked in by 6:00 p.m. unless prior arrangements are made with the Youth Inn Office.**
5. NOTE: 4-H leaders must make sure their group is covered by insurance. (See 4-H Premium Book - General Rules)
6. Those who stay the final Sunday night are expected to clean up after themselves and leave by 9:00 a.m. on Monday.

**PROCEDURE FOR FILLING OUT YOUTH INN REGISTRATION FORMS**

1. Please **do not** send dormitory fees to the State Fair Office. These non-refundable fees should be paid to the Youth Inn Superintendent upon arrival at the dormitory. The fee for the Youth Inn is \$10 per night for youth exhibitors (including all 4-H and FFA exhibitors, regardless of age) and \$15 per night for adult chaperones. Fees are non-refundable. Payable by cash or check.
2. List supervisor or chaperone first.
3. If additional registration forms are needed, they may be duplicated or obtained by contacting the Iowa State Fair Entry Department at: 515/262-3111 ext. 207 or [competitiveevents@iowastatefair.org](mailto:competitiveevents@iowastatefair.org). They are also available online at <http://www.iowastatefair.org/participate/competition/how-to-enter/>. Select either 4-H or FFA for the category.
4. Registration forms will be accepted April 1 - August 1. Send to Iowa State Fair, Youth Inn, P.O. Box 57130, Des Moines, IA 50317 or fax to 515/280-4841.
5. Reservations will be filled on a first come, first served basis. Pre-registration is recommended but not required.
6. Any changes can be made in writing to the Youth Inn at the same address as in number 4 or email [competitiveevents@iowastatefair.org](mailto:competitiveevents@iowastatefair.org).
7. Any groups wishing to be placed together should note that request on their registration form.

**FREQUENTLY ASKED QUESTIONS ABOUT THE YOUTH INN**

1. What day does the Youth Inn open?  
Monday before the Fair - late afternoon
2. Do you have to be pre-registered or can you register when you get to the Fair?  
Pre-registration is recommended but not required. You can register when you arrive at the Fair; however, beds will be assigned on a first-come, first-served basis. Registration forms may be submitted beginning April 1.
3. When is check-in?  
Check-in is from 2:00 p.m. - 6:00 p.m. Reservations will be null if not checked in by 6:00 p.m. unless prior arrangements are made with the Youth Inn Office.
4. What are the hours someone can register?  
7:00 a.m. - 11:00 p.m.; however, beds will be assigned on a first-come, first-served basis.
5. Can entire families stay in the Youth Inn even if not all of them are exhibiting?  
Yes, but remember there are separate accommodations for males and females.
6. Does a female youth need to have a female chaperone / a male youth a male chaperone?  
One chaperone is all that is necessary for the whole group or share responsibility with a neighboring community.
7. Do you have to be an exhibitor to stay in the Youth Inn?  
No, but at least one person in the group must be participating in the State Fair.
8. Are there family rooms available?  
Yes, there is a limited number of family rooms available for families with small children that cannot stay by themselves or those with special needs. Registration forms will be available online April 1. For details, contact the Iowa State Fair Entry Department at: 515/262-3111 ext. 207 or [competitiveevents@iowastatefair.org](mailto:competitiveevents@iowastatefair.org).

**WHAT IS EXPECTED OF A CHAPERONE IN THE YOUTH INN DORMITORY AT THE IOWA STATE FAIR?**

WHAT IS A CHAPERONE:

A person responsible for the actions, general whereabouts and behavior of the young people to whom they have been assigned in the dorm.

RESPONSIBILITIES OF THE COUNTY OR CHAPTER:

1. Select a mature, responsible adult who will accept the responsibility of chaperoning the youth who have been assigned to them by the local county or chapter.
2. Be certain that the chaperones are informed of duties and responsibilities of the Youth Inn and accept them.
3. Select approximately one chaperone for every 8 to 10 people staying in the Youth Inn Dormitory.
4. Make available to the chaperone(s) a list of youth and name of parent for who the chaperone is responsible.

RESPONSIBILITIES OF THE CHAPERONE:

1. Know which young people they are chaperoning, why these young people are at the Iowa State Fair and their general whereabouts while at the Fair.
2. Conduct themselves in a manner which will set a favorable example for the young people they are chaperoning.
3. Be in the dorm before closing each night to see that all young people for whom the chaperone is responsible are in the dorm.
4. Inform all young people of the general rules and policies of the Youth Inn Dormitory.
5. **Know that all rules apply to chaperones as well as youth.**

## 2018 IOWA STATE FAIR YOUTH INN REGISTRATION FORM

Youth - includes all 4-H and FFA exhibitors (regardless of age); Adult - ages 18 & over

**Check-in time is 2:00 p.m.- 6:00 p.m.**

**Reservations will be null if not checked in by 6:00 p.m. unless prior arrangements are made.**

Return to: Iowa State Fair, Youth Inn, P.O. Box 57130, Des Moines, IA 50317-0003 or fax to 515/280-4841 by August 1.

**Do not send payment with registration sheet. Payment is due upon arrival.**

County Or Chapter \_\_\_\_\_

Chaperone Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Emergency Contact Phone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Emergency Contact Phone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

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Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

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Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Emergency Contact Phone \_\_\_\_\_

4-H       FFA       Open Class

Male       Female

Arrival \_\_\_\_\_ Departure \_\_\_\_\_

# Nights \_\_\_\_\_ @ \$15 - Adult  
@ \$10 - Youth Total \_\_\_\_\_

4-H       FFA       Open Class

Male       Female

Activity (livestock, presentations, etc.) \_\_\_\_\_

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# Nights \_\_\_\_\_ @ \$15 - Adult  
@ \$10 - Youth Total \_\_\_\_\_

Office Use:

Bed  
Assignment

Office Use: Amount Paid \$ \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Received by \_\_\_\_\_