

GENERAL INFORMATION

Zone Finals

1. Zone Finals are conducted over six weeks. All Zone Final Presentations are to be held on a Saturday evening.
2. Show Societies wishing to be a Zone Host for the following year's competition should submit an "Application to Hold a Zone Final" form to AgShows NSW prior to the May/June AgShows NSW Meeting. Successful Zone Hosts will be notified in writing by AgShows NSW of the date of their Zone Final.
3. Zone Final Judging for 2024 will be conducted from 8 February to 15 March 2025.
4. On *written confirmation only* from Zone Hosts to AgShows NSW of final entry numbers at Zone Finals, a subsidy of **\$60.00** including GST (if applicable) per entrant will be paid to Societies conducting a Zone Final. **\$300.00** per judge will be provided by AgShows NSW to the Zone Final Hosts to assist with judge's accommodation costs for a maximum of two nights.
5. Representation of a local finalist at a Zone Final will only be permitted when all three Forms A, B & C and a photograph have been received by the AgShows NSW Coordinator.
6. Only one (1) representative from each local competition will be eligible to attend their Zone Final as a Finalist irrespective of the number of local entrants the local Competition attracted. If the winner is unavailable, then the 2nd Placegetter will attend the Zone Final as Zone Finalist for the local Show Society. If finalists from consecutive years are eligible for the Zone Final, the finalist from the earlier year is the eligible representative.
7. In the above case where the 2nd Placegetter attends the Zone Final, the original titleholder will retain all prizes, including title, unless there was a breach in the Conditions of Entry or Code of Conduct. In this case the matter is to be referred to the AgShows NSW Coordinator. A local sash must be made available for the 2nd Placegetter in this case.
8. The number of Zone Final representatives that can be chosen to attend the State Final in Sydney is dependent on the number of entrants a Zone has and which is allocated as follows:

1 - 10 Zone Finalists	1 State Final Representative
11 – 17* Zone Finalists	2 State Final Representatives

**Zones 6 & 7 will have the opportunity to have 3 State Final Representatives if they receive more than 17 Zone Finalists.*

9. It is the responsibility of local Show Societies to pay the travelling and accommodation expenses (maximum of two nights) for their candidate to and from Zone Finals. It is the responsibility of the Zone Host to pay for the entrant's meal during the judging lunch and Zone Final Presentation.

SYDNEY ROYAL AGSHOWS NSW YOUNG WOMAN

Zone Final Groupings

ZONE 1 (Groups 1 & 2)	ZONE 2 (Groups 4 & 5)	ZONE 3 (Groups 6 & 7)	ZONE 4 (Groups 13 & 14)	ZONE 5 (Groups 3 & 12)	ZONE 6 (Groups 10 & 11)	ZONE 7 (Groups 8 & 9)
Alstonville Bangalow Bellingen Bonalbo Camden Haven Casino Coffs Harbour Comboyne Gloucester Grafton Kempsey Kyogle Lismore Macksville Maclean Mullumbimby Murwillumbah Nabiac Nimbin Taree Wauchope Wingham Woodenbong	Albion Park Berry Blacktown Bowral Camden Castle Hill Dapto French's Forest Hawkesbury Kangaroo Valley Kiama Luddenham Menangle Park Milton Minto Moss Vale Nowra Penrith Picton Robertson St Ives	Adelong Batlow Bega Bemboka Bombala Boorowa Braidwood Bungendore Canberra Candelo Cobargo Cooma Crookwell Dalgety Delegate Eurobodalla Goulburn Gundagai Gunning Jerrawa Nimmitabel Pambula Queanbeyan Tarago Taralga Tumbarumba Tumut Yass	Armidale Ashford Barraba Bingara Bundarra Brewarrina Dorrigo Glen Innes Gunnedah Guyra Inverell Manilla Moree Mungindi Narrabri Quirindi Tamworth Tenterfield Uralla Walcha Walgett Warialda Wee Waa	Baradine Binnaway Bulahdelah Cessnock Coonabarabran Dunedoo Dungog Gosford Gresford Gulgong Lithgow Maitland Mendooran Merriwa Morisset Mudgee Muswellbrook Newcastle Oberon Rydal Rylstone-Kandos Singleton Stroud Wyong	Bathurst Bedgerabong Blayney Bourke Canowindra Carcoar Cobar Condobolin Coonamble Cowra Cudal Cumnock Dubbo Eugowra Forbes Gilgandra Grenfell Gulargambone Koorawatha Junee Molong Morongla Murrumburrah Narromine Neville Temora Nyngan Orange Parkes Peak Hill Sofala Tooraweenah Trundle Trunkey Creek Tullamore Warren Wellington Woodstock Yeoval Young	Albury Ardlethan Ariah Park Barellan Barham Berrigan Bribbaree Cootamundra Corowa Culcairn Deniliquin Finley Ganmain Griffith Hay Henty Hillston Holbrook Illabo Silver City Lake Cargelligo Leeton Lockhart Narrandera The Rock Ungarie Wagga Wagga Wakool Walbundrie Weethalle Wentworth West Wyalong

ZONE FINAL DATES – 8 FEBRUARY TO 15 MARCH 2025

ZONE 1 – KEMPSEY – Saturday 1 March 2025

Contact: Montana Osborne and Peter Rosten
Address: PO Box 3121 West Kempsey NSW 2440
Phone: 0468 937 306 (Montana) 0427 668 990 (Peter)
Email: secretary@kempseyshow.com.au

ZONE 2 – KIAMA – Saturday 15 February 2025

Contact: Michelle Young
Address: 37 Belinda Street Gerringong NSW 2534
Phone: 0447 340 622
Email: youngmichelle5@outlook.com

ZONE 3 – NIMMITABEL – Saturday 15 March 2025

Contact: Jackie Thompson
Address: PO Box 27 Nimmitabel NSW 2631
Phone: 0467 214 917
Email: youth@nimmitabelshow.com.au

ZONE 4 – BARRABA – Saturday 8 February 2025

Contact: Brook Smith and Eleisha Outridge
Address: PLEASE ADVISE
Phone: 0497 589 203 (Brook) 0468 366 497 (Eleisha)
Email: brooksmith3471@gmail.com / eleisha1234@hotmail.com

ZONE 5 – UPPER HUNTER (MUSWELLBROOK) – Saturday 15 February 2025

Contact: Amy Croft and Amber Thomson
Address: PO Box 562 Muswellbrook NSW 2333
Phone: 0428 438 108
Email: amylcroft1@gmail.com

ZONE 6 – DUBBO – Saturday 8 March 2025

Contact: Sue Hood
Address: PO Box 12 Dubbo NSW 2830
Phone: 02 6882 4364
Email: secretary@dubboshow.org

ZONE 7 – GRIFFITH – Saturday 22 February 2025

Contact: Veronica Cudmore
Address: PO Box 473 Griffith NSW 2680
Phone: 0448 626 462
Email: griffithshow@gmail.com

GUIDELINES FOR ORGANISING A ZONE FINAL

ZONE FINAL APPLICATION

The Application: An “Application to Hold a Zone Final” form is sent to all Show Societies from AgShows NSW (Previously Agricultural Societies Council of NSW (ASC)). Forms are to be completed and returned to AgShows NSW no later than the closing date indicated on the form. This date will coincide with the AgShows NSW meeting in May/June of each year.

Successful Zone Hosts will be notified in writing by AgShows NSW of the date of their Zone Final. On receipt of the above notification, a Zone Host will have **6 weeks** to accept or not accept the advised date of their Zone Final. Please note that the advised date must be approved by both Group Secretaries for the Zone prior to confirmation to AgShows NSW. Acceptance or non-acceptance of this date is to be put in writing to the AgShows NSW Coordinator. Should no written documentation be received it will be taken as given that the advised date is agreeable with the Show Society Zone Host, and this will become the published date for their Zone Final. This date will only be changed in extreme circumstances and a request for a change will be required in writing to AgShows NSW.

Zone Final Dates: Zone Finals are conducted over six weeks. These six weeks are between (and including) the fourth and ninth week prior to Sydney Royal AgShows NSW Young Woman Presentation that is held on the first weekend of the Sydney Royal Easter Show. All Zone Final Presentations are to be held on a Saturday evening. See “Zone Final Dates for 2025” that is included within this document.

Nomination of a Zone Final Date: A Show Society’s preferred date for the hosting of a Zone Final is to be nominated on the application form together with two other acceptable dates. All Show Societies are to confer with their two AgShows NSW Group Delegates/Directors who will in turn ascertain from other Show Societies within their Zone that the requested date is suitable to all.

Accommodation & Presentation Venue: Ensure that the town at which the Zone Final is to be held has adequate accommodation and transportation for guests or that a nearby town can provide these services as attendance at Zone Finals can vary from 150 to 200+ guests. It is suggested that you contact the host of your Zone’s previous Final to ascertain the number of guests they had. It is also a very good idea to check that no other large event is happening on the same weekend that a Show Society proposes for its Zone Final – maybe contact a few motels and function venues and ask what their availability is like on your nominated dates. It is never too early to book accommodation and a function room, so the best idea is to place tentative bookings as soon as you are advised that your Show Society has been successful in their application.

Zone Final Coordinator: Should the proposed Zone Final Coordinator change from the person nominated on the application form, please advise the AgShows NSW Coordinator as soon as possible. The full name, address and contact telephone numbers of the new Coordinator will be required.

12 MONTHS PRIOR

It is never too early to start organising an event. What you prepare and organise well in advance will save the Zone Final Coordinator many hours of work when the time draws nearer. A Zone Final is not difficult to run, you just need to be organised.

Budget: Zone Finals do cost money to host, however a Show Society can cover all their costs and, in some instances, even come out with a profit. It is very important to draw up a budget right from the start. Look closely at all your costs and leave nothing out. When you have finished adding a 10% contingency – there will always be expenses that you were not expecting. Examples of a few costs that may or may not be applicable to your budget include:

- Venue hire
- Accommodation for judges
- Transportation
- Entertainment/background music
- Telephone
- Postage
- Gifts – Finalists and Judges
- Catering
- Wait staff
- Hire of equipment – e.g., audio equipment (microphone etc.), tables & chairs, decorations, display panels, stage etc.
- Meals for judges and invited guests including outgoing Zone Finalist
- Meals for entrants including judging lunch and Presentation Dinner
- Travel and accommodation costs and dinner for the reigning “Sydney Royal AgShows NSW Young Woman”
- Printing and photocopying
- Cleaning

Please note that the above are suggestions only of some of the expenses that may be incurred and that there may be other costs that are applicable to your circumstances.

Sponsors: Start speaking with potential local sponsors early. The hotel/motel where most of your guests will be booked into is always a good place to start – some are more than willing to give you an extremely good price if it means guaranteed occupancy. Other suggested sponsors may include the local Council, businesses that will benefit from the event such as hairdressers, florists and the venue where the Presentation is to be held, local businesses etc. You can never have too many sponsors. They are very important to the event’s success, so you need to look after them and give them as much media coverage and publicity as possible all the way leading up to and during your Zone Final. Please ensure that sponsors are acceptable to both AgShows NSW and RAS.

Venue: Book the venue for the Presentation evening at least 12 months in advance. As mentioned above, you should place a tentative booking with the venue as soon as you have been advised of your Show Society’s success as a Zone Host. Make sure that the venue is to the standard you require and that it can provide everything that you may want e.g., stage, dance floor, a pre-dinner drinks area if required, microphone etc.

Take the average of the number of guests from your last 3 Zone Finals as a basis for the minimum seating capacity you will require. Also have a look at the menus and associated prices. It may be that they are too expensive or not to your standard and you need to find somewhere else. If possible, put down a holding deposit to ensure that you have secured the room. It has been known for some venues to give the room away to another party who is going to spend more money with them. Some venues will not charge you for room hire depending on how much you are going to spend on food and beverage. If they

do want to charge you for room hire, there is no harm in asking them to waive this cost due to the amount of food and beverages.

Accommodation: Book accommodation at a suitable motel/s for entrants, judges etc. The cut-off date for confirmation of bookings should be advised to the entrants and their Show Societies. Try to have a few choices so there is a difference in price range. As with the venue, you may be able to get a very good rate because of the quantity of rooms you book. This is especially true if there are several accommodation facilities in the area that all compete for business. Also ask if they have a suitable room in which to conduct interviews and to hold a judging lunch; however, this can be conducted elsewhere if desired. It may also be advisable to have a list of other local accommodation that can be sent to Show Societies etc. if required.

6 MONTHS PRIOR

MC/Compere: Organise an MC/Compere for the evening. This may be someone you already know, or you may like to invite a media personality from a local radio station etc. It is essential they have a good understanding of the history, aims and the guidelines of the competition. Organise this as early as possible to ensure your desired MC/Compere can commit around other responsibilities and to be able to advertise their attendance at the event.

Entertainment: It is at the discretion of the Zone Host as to whether to provide entertainment for the Presentation evening or not. Sometimes the venue can assist with in-house entertainers or recommend entertainment that may be appropriate for your event.

Printing: Start thinking about your printing requirements. You may need to consider invitation cards, dinner entrée cards, a presentation program and even table place cards and menu depending on how detailed you want to be. If you have access to a printer, you may be able to do the printing yourself. If not, you may like to start requesting quotes or pursuing local printing businesses for sponsorship. Please note that the Competition is to be referred to as **Sydney Royal AgShows NSW Young Woman Competition** on all printed materials.

Judging Lunch & Interview Location: If you have not already organised a suitable interview location and judging lunch venue, now is the time to do it. As mentioned above, the motel where the entrants are staying will often have suitable facilities. If not, an alternative location needs to be booked. Ensure that there is an area outside the interview room where the entrants can congregate whilst waiting their turn.

Judges: The AgShows NSW Coordinator will advise you of who your judges are going to be and will also provide you with their contact details. AgShows NSW will also advise you which Judge will be the Officiate and who will announce the winner/s. Contact each of the judges and introduce yourself. You will need to find out what their accommodation requirements will be so that you can plan e.g., if they are bringing somebody, how many nights they will require to stay. You may also like to ask if they have special dietary requirements and if they will require transport when they arrive. The Zone Host pays for the accommodation for the judges for a maximum of 2 nights and for their meal at the Presentation Dinner. All other costs are to be paid for by the Judges. It is at the discretion of the Show Society whether breakfast is to be included.

3 MONTHS PRIOR

During this busy time, it is important to keep track of what has been completed, what requires follow-up and prioritise your remaining tasks. Write out a list of exactly what still needs to be done and when you want to have each task finished by. Be aware of public holidays and changed operating hours of businesses around the Christmas/New Year period, and factor in additional time accordingly.

Entrants: Begin collating and follow up any outstanding Form B's; these forms set out Entrant Details and a photograph of each of the entrants from the participating Show Societies and are essential for planning your Zone Finals. If you are unsure as to which Show Societies are going to put forward an entrant, phone one of the four Group Directors in your Zone and ask them for assistance. Alternatively, you can contact the AgShows NSW Coordinator who may also be able to assist. In return for the information supplied by the entrants, you will need to advise them of accommodation details and provide a copy of the judging timetable and the day's proceedings including where to meet etc. It is sometimes useful to also provide a map of your town that highlights the places that they will need to find. In addition, ensure that each entrants dietary requirements and emergency contact details are complete and accessible during judging and Presentation, plus any additional functions they may attend.

Program: Once you have received all the necessary documentation from the entrants you can have a program printed. Be aware that Show Society information may be supplied relatively close to the Zone Final as some Show Societies will not have judged their entrants. In this case have everything ready to go as soon as you receive the last entry. It is a matter of preference as to whether a Zone includes a photograph and a brief synopsis on each of the entrants as part of their Presentation Program. However, if you have the time, it is extremely helpful for guests to be able to follow along with the evening and acts as a souvenir. Other information that may be suitable for the program includes an introductory welcome (from your President, for example), a timetable for the evening's activities, a list of the judges, MC/compere and special guests and others who you would like to thank. It is also important to give promotion, in the form of verbal recognition during speeches, signage opportunities at the Final, and/or feature business names or logo on the program.

Judges Information: A timetable needs to be sent to each of the Judges for the day's proceedings. The timetable should include the interview time for each entrant, the judging lunch, and the time for the evening presentation. Each entrant's Form B and photo as well as the judging guidelines need to be sent out in plenty of time to give the Judges time to study the information. As none of the above can be carried out until you have all the necessary documentation from the entrants it is suggested that you don't leave it too late to start chasing Show Society Coordinators for photographs and Form B's.

Timetable: When planning the judging timetable look at the number of entrants you have. Obviously, the more entrants on the day the earlier you will need to start. Allow 15 minutes for the judging interview and 5 minutes for the discussion on each of the candidates. Also try to schedule the entrants so that the closer the entrant lives to your town the earlier their interview is. This will allow those who need to travel a greater distance the whole morning to get there.

Outgoing Winner Responsibilities: The outgoing State Finalists for your Zone should be invited to attend the Zone final well in advance. You may also like to invite her to sash the new State finalist/s; however, this is not mandatory. It is also a great opportunity to get her involved with the Zone Final by having her act as a hostess during the interview process and quite often she will be able to give a lot of good advice to the entrants and settle their nerves. Please note that her meal at the Presentation Dinner should be paid for by the Zone Host. Show Societies are not required to pay for partners' dinners.

Guest Speakers: Guest speakers such as AgShows NSW Directors, Shire President, and Local Members of Parliament etc. should be organised a few months prior to the event to ensure their availability and to give them time to prepare a speech.

SYDNEY ROYAL AGSHOWS NSW YOUNG WOMAN

A representative from the ASC of NSW Next Generation will contact you to speak briefly during the evening. Please allow them the opportunity to speak. The ASC of NSW Next Generation is the youthful extension of AgShows NSW, dedicated to facilitating the engagement of youth for the positive progression of NSW Agricultural Shows.

It is recommended that you make a run sheet available to your speakers that outlines who is speaking, approximate time and duration, and topline information on the competition such as a few sentences on the competition values, how many entrants received and any sponsors that should be mentioned. This run sheet can also be a useful guide to caterers to ensure their service has minimal interruptions to your event.

Sashes: The sashes for the winning entrants will be provided by AgShows NSW. The quantity you receive will be dependent on the number of entrants your Zone has and the subsequent number of Finalists that you will be able to nominate for the State Final. Any queries regarding Zone Final sashes should be directed to the AgShows NSW Coordinator.

Invitations & Dinner Passes: Send out formal invitations for the Presentation Dinner well in advance – approximately 6 weeks. Invited guests who should receive complimentary dinner passes include:

- Entrants
- Judges and Partners
- Reigning “Sydney Royal AgShows NSW Young Woman”
- The previous year Zone Finalists
- MC/Comper (if a special guest)

An invitation to attend should also be sent to the following guests who pay for their own tickets:

- AgShows NSW President & Partner
- AgShows NSW Coordinator
- AgShows NSW Vice Presidents & Partners
- Two Group Presidents of the Zone & Partners
- Shire President/Mayor & Partner
- Four Group Delegates (Local AgShows NSW Directors) who make up your Zone & Partners
- Honorary Group Members & Partners
- All Show Societies in your Zone

Tickets for the Presentation Dinner should include the time of the dinner e.g., 7.00pm for 7.30pm and the dress code. Please note that dress codes do apply for all Zone Finals and that the *minimum* dress code for the Presentation Dinner is a lounge suit.

If a Zone Final would like to have a black-tie dress code, then this is completely optional. However, please ensure that whatever you choose, it is stipulated on the dinner ticket and communicated to all guests and speakers present.

Catering: Confirm catering requirements with the venue/caterers – it is important to pass on any dietary requirements of entrants, Judges, special guests etc. in advance. Ask when they will require final catering numbers (this is usually at least 3 working days prior to the event) and at this time also give them a copy of the evening’s program/run sheet and go through the event with them. If allergies/special dietary requirements, you may need to share the seating plan also. You will also need to advise the caterers if you want the wait staff to stop serving and clearing plates during speeches or maybe just to provide drink service during this time. You may also have arranged for table centers, which you will need to advise the caterer of. Note that some venues/caterers will require a substantial deposit well before the event.

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Regarding the judging lunch, a suitable menu needs to be decided on that will give the judges the opportunity to judge social interaction. All entrants are to be seated for lunch (i.e., not stand-up finger food) and are to eat together.

Entertainment: If you are having entertainment on the evening, confirm all details with them. This includes:

- A copy of the program for the evening
- Any special music you would like them to play
- Stage area and power supply
- What time they can have access for setting up
- If pre-dinner music is to be playing on guest arrival and if so what sort
- The maximum volume that you would like for the music
- Meal arrangements

Accommodation: Confirm all accommodation requirements with the motel/s and advise names of guests. Also ensure that all Zone Finalists and their Show Societies are informed of accommodation details so that they can organise their bookings.

MC/Compere: Send a copy of the evening program to the MC/Compere and a copy of the entrant's information details if he/she will be introducing the girls. This will give them time to formulate appropriate questions for each of the entrants that pertain to their background. Please note that an on-stage interview is required at all Zone Finals as it forms part of the judging process. It is desirable that the MC/Compere speaks to each entrant before the evening function to discuss the night's procedure and the type of questions to be asked. This will help calm any nerves prior to this onstage interview. Also make sure that the Compere has a list of both your Zone Final sponsors and the State Final sponsors (representatives of which will be on the judging panel) so that he/she can make mention of them during the evening.

Gifts: Arrange gifts to be presented on the night. Including a small token of appreciation for the Judges. Also arrange for a person to present the gifts to each recipient.

Decorations: The decoration of the venue is up to each individual Zone and dependent on your budget. Your sponsors and community groups/schools may be able to help you with this and they may also have a banner etc. that they would like you to display on the night. Have these items together prior to the day so that you can work out the best location and the materials you will require to put them up.

ZONE FINAL DAY

If you have been well organised and prepared everything in advance over the past months, the day of the Zone Final should run very smoothly and hopefully without too much stress. One of the most important things to do to ensure things run smoothly is to have a detailed list of what needs to be done during the day. Try to put an approximate time next to each item so that you are not trying to do everything at once and hopefully you may also be able to put a person's name next to some of the items if you have been able to delegate some of the jobs.

- Ensure that the interview room is set up. Provide tea/coffee, water, paper, pens etc. Have a copy of the judging criteria and schedule of the day available.
- Check with the Judges if they have everything they need and confirm that the AgShows NSW representative on the judging panel will take the role of Chief Judge. This person will be responsible for keeping the judging on time and collating the scores. Ensure that each entrant is aware that they must attend the interview, the judging lunch and evening presentation, as they will be judged on each occasion. Failure to attend any one of the above will result in zero points for that judging criterion.
- Name tags for the entrants assists Judges especially in larger zones.

Start on time and try to keep to the schedule during the day. Remind the Judges that they must give each entrant the same amount of time for interviews – shortcuts are not to be taken. Sharing the day's schedule ahead of time, and printing the schedule for Judges on the day, will assist with this.

- Each entrant should be taken into the interview room and introduced to each of the Judges. As mentioned above, the outgoing winner would be ideal for this.
- No other person is to be in the room during interviews – this includes photographers and the recording of videos.
- The Judging Lunch is recommended to be a sit-down meal with all entrants and judges eating together.
- Prior to the evening function it is advisable for the entrants to be given the opportunity to meet the MC/Compere – maybe invite him/her to the judging lunch. This will settle their nerves when they step up to the microphone and will also give the MC/Compere a chance to find out more about each entrant prior to their on-stage interview.
- Provide an envelope for the Chief Judge into which the winner/s name is to be placed once judging has concluded in the evening.

Dinner venue to be set up – decorations, table centers (if any), program, stage, microphone, dance floor, table for gifts and sashes, welcome desk (also for pick-up of tickets), tables and chairs (if hired in) etc. Try to get some volunteer helpers to assist you with the set-up as it may take some time to arrange, and more than one person will probably be required. Often the Zone Host organises a raffle to be drawn during the evening.

ZONE FINAL EVENING PRESENTATION

- It is up to the individual Zone as to whether pre-dinner drinks will be served, however this is the perfect opportunity for the entrants to mingle with guests. Please note that at no time during the evening are entrants to be asked to serve either food or beverages to guests.
- Ensure that the Judges, and any media representatives, are in good view of the stage area from their table, as they will be judging the girls on a variety of aspects whilst they are standing at the microphone.
- Where possible, introduce any media representatives to your Show Society representatives, entrants, MC and special guests. It is also a good idea to ensure any media present can contact you after the event should they have any follow-up questions.
- Have a jug of water and two glasses available near the microphone for use by the MC/Comper.
- Try not to have the announcement of the Finalist too late in the evening as some guests will have a long way to travel home and may want to leave directly following the presentation.
- Organise with either the Chief Judge or another person to take the winning envelope up to the stage. An AgShows NSW Executive will announce the winner.
- Make mention of the sponsors during the evening – this should be included in the MC/Comper's notes.

POST-ZONE FINAL

- The name/s and address/es of the winning Zone Finalist/s is to be sent to the AgShows NSW Coordinator **immediately** following the Zone Final. If you are unable to email the information, then please phone through on the Monday following the Presentation.
- Ensure the winning Zone finalist/s Form B is emailed to the **RAS Coordinator immediately at kgerrets@rasnsw.com.au** following your Zone Final.
- Please ensure that the Finalist/s representing your Zone is aware that she will need to supply a **one-page resume** and a **digital portrait photograph** emailed to the **RAS Coordinator immediately at kgerrets@rasnsw.com.au**
The RAS Coordinator will send an itinerary for the State Final, including dress code and accommodation details to each of the Finalists soon after the last Zone Final has been held.
- Email the AgShows NSW Coordinator advising her in writing of the total number of entrants at your Zone Final so that a **\$60 including GST (if applicable)** per entrant reimbursement can be sent to your Show Society. Please note that this needs to be in writing before reimbursement can be made. Show Societies raise an invoice for **\$900** being for Judges accommodation.