



**Rice County Fair Ambassador  
Scholarship Program  
Handbook**

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## **Purpose of This Handbook**

This handbook is designed to guide Candidates, Ambassadors, Junior Ambassadors, parents/guardians, and chaperones through expectations and procedures for appearances throughout the Ambassador year. It ensures consistency, safety, professionalism, and pride while representing the Rice County Fair and Ambassador Program.

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## **Mission of the Rice County Fair Ambassador Scholarship Program**

The Rice County Fair Ambassador Scholarship Program is dedicated to recognizing and empowering young leaders who exemplify community pride, integrity, and a passion for the traditions of the Rice County Fair. The program is committed to developing leaders in our community who serve as positive role models and ambassadors for both the fair and Rice County as a whole.

Through participation, ambassadors build valuable life skills such as public speaking, interview techniques, self-confidence, and networking. By providing opportunities for personal growth, leadership development, and community engagement, the program inspires youth to celebrate our county's heritage while promoting the fair as a place where education, service, and excellence come together.

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## **Eligibility and Application Requirements**

- Any individual seeking to compete for the Rice County Fair Ambassador position must complete an official application and secure a sponsor. Applicants shall be referred to as a "Candidate."
- All applicants must be residents of Rice County or members of a Rice County 4-H Club if residing outside of Rice County.
- All applicants must be between the ages of 16 and 20 as of July 1, 2026 for Senior Ambassadors and between the ages of 6 and 10 as of July 1, 2026 for Junior Ambassadors.
- All applicants must have never been married nor have a marriage annulled. The candidate may not be pregnant or have children. Upon accepting the title of Ambassador, the Ambassador agrees that they will not marry or become pregnant during their reign.

- All applicants must demonstrate a genuine interest in the Rice County Fair and a commitment to promoting the Fair through participation as a Rice County Fair Ambassador or Junior Ambassador.
  - All applicants, and any individual serving as a Rice County Fair Ambassador, must not have been convicted of or adjudicated for any major crime.
  - Applicants and parent(s)/guardian(s) must maintain regular communication with the Rice County Fair Ambassador Committee after submitting an application and throughout the Rice County Fair.
  - Applicants must obtain a sponsor for the candidacy. If an applicant needs help obtaining a sponsor, the committee will assist if needed.
  - Applicants may apply more than once if not selected and if they continue to meet eligibility requirements; however, an individual may only be selected to serve as a Rice County Fair Ambassador one time in each age group.
  - Anyone interested in being a candidate must attend the Candidate Information Night or set up a time to meet with an Ambassador Committee Member to go over information related to being a candidate. These meetings will take place in May/June prior to the candidacy application deadline.
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## **Candidacy**

Participation in the Rice County Fair Ambassador Scholarship Program begins with candidacy. By submitting an application and participating in the Ambassador selection process, candidates agree to uphold the values, expectations, and standards of conduct established by the Rice County Fair Ambassador Scholarship Program.

Candidates and their parent(s)/guardian(s) are expected to conduct themselves in a respectful, responsible, and professional manner throughout the candidacy process and, if selected, during their Ambassador year. This includes adherence to all program rules, appearance expectations, communication requirements, and the Code of Conduct.

Candidates and their parent(s)/guardian(s) acknowledge that participation in the program is a privilege. Failure to meet program expectations during the candidacy process or Ambassador year may result in disciplinary action, up to and including disqualification, removal, or forfeiture of scholarship eligibility, as determined by the Ambassador Committee.

Selection as an Ambassador signifies a commitment to actively represent the Rice County Fair Ambassador Scholarship Program with pride, integrity, and enthusiasm throughout the Ambassador year.

Candidates may apply for the Rice County Fair Ambassador Scholarship Program more than once if they are not selected and continue to meet all eligibility and candidacy requirements. However, an individual may be selected to serve as a Rice County Fair Ambassador only one time for each age group.

## **Candidacy Communication and Scheduling**

Candidates and their parent(s)/guardian(s) are required to use the designated communication platform (Band App) for all candidacy-related information and updates. Access to the Candidate Band group will be provided during the Candidate & Parent(s)/Guardian(s) meeting held following the conclusion of the candidate application process.

Candidates will receive a tentative schedule for the Rice County Fair Ambassador Scholarship Program Candidacy at the Candidate Information Nights. A finalized candidacy schedule will be distributed at the Candidate & Parent(s)/Guardian(s) meeting after the application process has concluded.

Candidates are expected to attend **all** required candidacy events, meetings, rehearsals, and activities as outlined in the final schedule. Absences must be communicated in advance to the Ambassador Committee and may require approval.

## **Candidacy Attire**

Candidates are expected to dress in a neat, professional, and appropriate manner during all candidacy-related events. Required attire may include closed-toe shoes, the official candidate shirt, and approved pants or bottoms as communicated by the Ambassador Committee. All clothing should be clean, well-fitting, and suitable for public appearances, reflecting positively on the Rice County Fair Ambassador Scholarship Program.

Candidate attire consists of items that many candidates may already own, and candidates are not expected to purchase new clothing specifically for candidacy. Attire expectations and options will be reviewed during Candidate Information Night.

Candidates are asked to have the following items to wear during candidacy:

- Candidate shirt (provided to candidates by the program, size is requested on application)

- Black skort or pants (non athletic materials, must be finger tip length)
- Nondistressed jeans
- Closed toe shoes (to wear during the fair week candidate events)
- Black sandals (heels are not recommended - no flip flops, shoe needs to be secured to foot)
- Floor Length Gown for coronation
- Business Attire suitable for interview with judges
- Summer dress if we attend a coronation (undetermined right now)

### **Conduct and Language**

Candidates and their parent(s)/guardian(s) understand that their conduct reflects on the Rice County Fair Ambassador Scholarship Program, the Rice County Fair, and the community it serves. Candidates and their parent(s)/guardian(s) agree to uphold program standards, including the use of appropriate and respectful language at all times. Profanity, offensive language, or negative or disparaging remarks about the program, its participants, or its sponsors are not permitted.

### **Appearance Standards**

Candidates and their parent(s)/guardian(s) are expected to maintain a neat and professional appearance at all times when at official Ambassador appearances and or events:

- Clothing must be clean, follow attire guidelines for the event or activity, and be paired with appropriate footwear.
- Hair and personal hygiene should be well-groomed.
- Clothing and accessories should not display offensive, inappropriate, or distracting images, words, or symbols.

### **Social Media Conduct**

- Candidates must use social media responsibly and professionally.
- Candidates may not post or share content that is offensive, discriminatory, inappropriate, or reflects negatively on the program, its participants, sponsors, or community partners.

- Candidates are expected to maintain a positive and respectful online presence at all times.
- Candidates must make all social media available for committee review upon request.

### **Alcohol, Tobacco, and Substance Use**

- Candidates may not use, possess, or be under the influence of alcohol, tobacco products, vaping products, or illegal substances.
  - Candidates are expected to model responsible behavior and uphold the program's commitment to health, safety, and professionalism.
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## **Ambassador Commitment**

An Ambassador's year is what they make it—initiative, engagement, and enthusiasm are encouraged at every appearance.

As a Rice County Fair Senior Ambassador and Junior Ambassador, you are an exclusive representative of the Rice County Fair for the duration of your one-year commitment. There are many appearances throughout the year and event dates will be communicated at scheduled planning meetings.

The Ambassador Committee will meet with current Ambassadors and their parent(s)/guardian(s) at scheduled planning meetings held periodically throughout the Ambassador year to review expectations, discuss upcoming events, and collaboratively plan activities for the year. Parent(s)/guardian(s) and Ambassadors are required to RSVP for all events following each planning meeting so the Ambassador Committee knows who will be attending each event.

Parent(s)/guardian(s) and Ambassadors will receive weekly emails, typically sent on Sunday, outlining upcoming events, event details, attire requirements, and other important information for that week. It is important to respond to the emails with needed details with the time frame given in the original email.

- Commit to attending as many requested appearances as possible, including local parades, coronations, volunteer opportunities, and sponsor events.

## **Ambassador Expectations**

Ambassadors are expected to represent the Rice County Fair Ambassador Scholarship Program with professionalism, pride, and respect at all times.

- Act with discretion at all times.
- Wear the crown or cowboy hat and sash, along with the predetermined outfit, when attending events.
- Ensure clothing is clean, neat, and presentable.
- Maintain well-groomed hair and appropriate personal hygiene.
- Promote the Rice County Fair not only at events, but also with family and friends by inviting them to attend scheduled activities.
- Treat fellow Ambassadors, their parent(s)/guardian(s), and any family members assisting with events or appearances with respect.

## **Ambassador Attire**

The following items are examples of attire that may be provided to Ambassadors by the Ambassador Program and may vary from year to year:

- Crown and/or Cowboy Hat
- Ambassador Sash
- Ambassador Name Tag
- Ambassador Jacket
- Fair logo t-shirts
- Ambassador Jewelry

Ambassadors are responsible for the proper care and upkeep of all provided attire and are expected to wear required items at events and appearances as directed by the Ambassador Committee.

Some attire items may be the responsibility of the Ambassador and their family to purchase. Ambassadors also participate in fundraising opportunities throughout the year to help offset attire and appearance-related costs.

If any provided attire or accessories are lost, damaged, or destroyed, replacement costs will be the responsibility of the Ambassador and their family.

Some items may be loaned to Ambassadors for specific events (such as lights for night parades, winter headbands, or similar accessories). Loaned items remain the property of the Ambassador Program and must be returned promptly following the event(s).

## **Ambassador Appearances & Events**

All Ambassador appearances will be determined at the planning meetings. We understand that some appearances may come up between planning meetings and these will be communicated with Ambassadors and their parent(s)/guardian(s) as soon as possible.

The Ambassador Committee will meet with Ambassadors and their parent(s)/guardian(s) at scheduled planning meetings held periodically throughout the Ambassador year to review expectations, discuss upcoming events, and plan appearances. The option to attend scheduled planning meetings virtually is an option, but in person is preferred. The Ambassador Committee will reach out with options for dates to find what works best for the group to meet. Following each planning meeting, parent(s)/guardian(s) and Ambassadors are required to RSVP for all events so the Ambassador Committee knows who will be attending and can make arrangements for each event and appearance. We work with Ambassadors on schedules so they can continue to participate in activities and family events during their year of service.

Some events and appearances may be designated for specific groups within the Ambassador Program. Certain events may be intended for Senior Ambassadors only, Junior Ambassadors only, or a combination of both, depending on the nature of the event, age requirements, scheduling, and representation needs.

### **Event Attendance & Chaperone Requirements:**

- Ambassadors must be accompanied by a chaperone at all events. If an Ambassador Committee member is unavailable to chaperone, a parent or guardian must serve as the chaperone.
- Ambassadors will ride with a designated chaperone to all events so they arrive together for all events and leave together for all events.
- Ambassadors may attend events together or individually, but a designated chaperone must always be identified.
- All Fair Ambassadors must obtain prior approval from the Ambassador Committee when attending any event as a Fair Ambassador.
- All other travel expenses or fees are the responsibility of the Ambassador and family unless otherwise noted or covered by a fundraiser.

- Parent(s)/guardian(s) will be notified by the designated chaperone when the group is leaving an event and when they will return to the designated meeting point for pick up.

## **Communication Requirement**

Ambassadors and parent(s)/guardian(s) are required to use the designated communication platform (Band App) for the Ambassador group.

The Band App will be used for event reminders, updates, RSVPs, real-time communication, and important announcements throughout the Ambassador year.

Parent(s)/guardian(s) and Ambassadors will receive weekly emails, typically sent on Sunday, outlining upcoming events, event details, attire requirements, and other important information for that week.

If communication to the child is unavailable, parents must respond for their child.

## **Week of the Rice County Fair**

- All Ambassadors (Senior and Junior) should meet in the boardroom at the designated time.
- Attire for each day of the fair will be determined in advance and sent out via communication to all Ambassadors and parent(s)/guardian(s).
- This schedule is flexible; Ambassadors and parents should stay in communication with committee personnel regarding any changes.
- Ambassadors should remain on the fairgrounds until after the final daily drawing at 9:30 p.m. Following the completion of the final daily drawing, Ambassadors will meet parent(s)/guardian(s) at a designated spot to conclude the evening. If the Ambassadors are remaining on grounds they must remove all Ambassador attire before leaving from the chaperone(s).
- While on the fairgrounds, Ambassadors should remain together as a group and be accompanied by a chaperone.

If an Ambassador is participating in shows or judging:

- Notify committee personnel of required times away.
- Check in before leaving the group for the event.
- After the event, change attire as needed and rejoin the group to continue representing the program.

Ambassadors are expected to:

- Be on time and ready for their day when arriving.
- Interact with community members of all ages throughout the fair and year.
- Dress appropriately and arrive each day in agreed-upon attire (discussed prior to the event).
- Limit time spent on phones or other electronic devices while at the fair, if you need to get in contact with your Ambassador please contact a Committee Member and they can get the information to the Ambassador to contact you.

Family and friends are welcome to visit Ambassadors and are encouraged to support them throughout the fair and during events all year.

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## **Conduct, Language, Social Media, and Substance Use**

### **Conduct and Language**

Ambassadors and their parent(s)/guardian(s) understand that their conduct reflects on the Rice County Fair Ambassador Scholarship Program and the community it serves. Ambassadors and their parent(s)/guardian(s) agree to uphold program standards, including the use of appropriate and respectful language at all times. Profanity, offensive language, or negative or disparaging remarks about the program, its participants, or its sponsors are not permitted and may be grounds for removal from the program.

### **Social Media Conduct**

- Ambassadors and their parent(s)/guardian(s) must use social media responsibly and professionally.
- Ambassadors and their parent(s)/guardian(s) may not post or share content that is offensive, discriminatory, inappropriate, or reflects negatively on the program, its participants, sponsors, or community partners.
- Ambassadors and their parent(s)/guardian(s) are expected to maintain a positive and respectful online presence at all times.
- Ambassadors and their parent(s)/guardian(s) must make all social media available for committee review upon request.

## **Alcohol, Tobacco, and Substance Use**

- Ambassadors may not use, possess, or be under the influence of alcohol, tobacco products, vaping products, or illegal substances.
  - Ambassadors and their parent(s)/guardian(s) are expected to model responsible behavior and uphold the program's commitment to health, safety, and professionalism.
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## **Parent(s)/Guardian(s) Expectations**

Parent(s) and/or guardian(s) play an important role in supporting candidates and Ambassadors throughout their involvement in the Rice County Fair Ambassador Scholarship Program. By allowing their child to participate, parent(s)/guardian(s) agree to uphold the following expectations:

- Support the values, mission, and goals of the Rice County Fair Ambassador Scholarship Program.
  - Maintain respectful communication with Ambassadors, other families, chaperones, committee members, and event partners.
  - Adhere to all program policies, codes of conduct, and expectations outlined in this handbook.
  - Model appropriate behavior at all events, appearances, meetings, and activities, recognizing that conduct reflects on the program and the community.
  - Ensure their Ambassador attends required meetings, events, and appearances, or communicates absences in advance when necessary.
  - Assist with transportation, scheduling, and event logistics as required, including support for parade and event preparation.
  - Support communication requirements, including the use of designated platforms and timely review of emails and messages.
  - Refrain from inappropriate language, conduct, or behavior, including the use of alcohol, tobacco, vaping devices, or prohibited substances while participating in or supporting program activities.
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# Chaperone Guidelines

## Chaperone Expectations

Chaperones must be at least 21 years of age. If an Ambassador Committee member is unavailable to chaperone, a parent or guardian must serve as the chaperone.

Chaperones are expected to refrain from alcohol, tobacco, and substance use while in a chaperone role. When multiple adults are present, a single adult must be designated as the official chaperone to maintain accountability.

Chaperones are responsible for supervising Ambassadors, ensuring they remain together as a group, arrive on time, and follow all event guidelines.

Chaperones are expected to model appropriate behavior at all times. While serving as a chaperone for Ambassador events or appearances, chaperones shall not use or participate in the consumption of alcohol, tobacco products, vaping devices, or any other prohibited substances.

## Chaperone Responsibilities

A chaperone is the adult responsible for ensuring Ambassadors:

- Arrive on time
- Stay together as a group
- Are where they are supposed to be
- Follow appearance expectations and etiquette
- Ensure Ambassadors are signed in correctly (e.g., as visiting Royalty/Ambassadors at pageants, check in for parades, etc.)
- Ensure Ambassadors sit together (often in designated seating such as the “sparkle section”)
- Communicate expectations clearly before and during events
- Be the primary contact for parents during the event
- Help Ambassadors remain professional, engaged, and on schedule

When multiple chaperones are present, a single adult must still be identified as the official chaperone to maintain accountability. Chaperone responsibilities vary depending on the event.

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## **Photography Expectations**

By participating in the Rice County Fair Ambassador Scholarship Program, Candidates and Ambassadors along with their parent(s)/guardian(s) grant permission for photographs and videos taken during program-related events, appearances, and activities to be used by the Rice County Fair and the Rice County Fair Ambassador Scholarship Program. These images may be used for promotional, educational, and reporting purposes, including but not limited to social media, websites, printed materials, presentations, and program documentation.

Photos are an important part of the Candidate and Ambassador experience and documentation of the year. The Ambassador group will have professional photos taken during their year that will be used for official photos. Scheduling of these photos will be done during one of the planning meetings held during the year.

Photos taken during Ambassador events and appearances will be shared with Ambassador families through designated platforms, including Google Photos and the Band App. These platforms are used to provide families access to event photos, support program documentation, and assist with year-end reporting and promotion of the Rice County Fair Ambassador Scholarship Program.

At events the designated chaperone will serve as the primary photographer for each event and is responsible for uploading photos to the appropriate Ambassador photo albums following the event.

### **Minimum Photo Requirements**

- Photos should be taken at every event
- At pageants or coronations, at minimum:
  - One photo with newly crowned Ambassadors/Royalty

### **Additional Photo Opportunities**

- Other Ambassadors/Royalty in attendance

- Ambassadors/Royalty in parade lineups
- Unique or fun community moments (examples include parade mascots, historical characters, cultural performers, or themed attractions)

Chaperones are encouraged to help coordinate photos to ensure memories are captured consistently throughout the year.

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## **Parade Guidelines**

Ambassadors may be invited to participate in a variety of parades during their year, including local community celebrations, county and regional parades, and events hosted by neighboring fairs or organizations.

Participation in parades allows Ambassadors to promote the Rice County Fair, engage with the public, and build connections with other Ambassador/Royalty programs. Parade invitations are reviewed by the Ambassador Committee, and attendance is determined during planning meetings based on availability, scheduling, and overall program commitments. All parade entry fees are paid for by the Ambassador Program.

Ambassadors are expected to approach parade appearances with enthusiasm, professionalism, and pride, recognizing that these events are highly visible and reflect directly on the Ambassador Program and the Rice County Fair.

### **Parent/Guardian Support Requirement**

Parent(s)/guardian(s) are expected to assist with parade float preparation, including helping with setup prior to the parade and takedown following the parade. This support is essential to ensure timely participation, safety, and proper care of parade equipment.

Parent(s)/guardian(s) should be prepared to follow direction from the Ambassador Committee or designated parade coordinator regarding timing, location, and responsibilities for float setup and takedown.

### **Transportation**

- Parent(s)/guardian(s) will have their Ambassadors at the meeting spot for the Chaperone to transport the group to the event
- Parent(s)/guardian(s) and the Ambassador Committee will arrange for parade vehicles to pull the float.

- A chaperone must ride with the driver during the parade.

### **Ambassador Responsibilities**

During parades, Ambassadors serve as highly visible representatives of the Rice County Fair Ambassador Scholarship Program. Ambassadors are expected to demonstrate responsibility, leadership, and professionalism by positively engaging with parade attendees, representing the Fair with pride, and following all parade guidelines and chaperone instructions.

- Bring personal beverages (water in your waterbottle)
- Avoid drinking during the parade unless in extreme heat
- Follow Ambassador parade behavior expectations:
  - Smile
  - Wave
  - No cell phone use

### **Chaperone Responsibilities During Parades**

- Ensure Ambassadors arrive at the float on time.
- Supervise while waiting in parade lineups.
- Encourage interaction with other Ambassadors/Royalty groups.
- Review parade etiquette and wave techniques.
- Ride in the parade vehicle to:
  - Watch for parade attendees near the vehicle.
  - Assist the driver on the passenger side.
  - Oversee Ambassador safety and behavior.

After the parade:

- Chaperone(s) will notify parents of the parade end location if not predetermined.
- Chaperone(s) will notify parent(s)/guardian(s) when leaving from the event so that they can meet up to pick up their Ambassador.

## Fundraising

Fundraising is an important component of the Rice County Fair Ambassador Scholarship Program and helps support program activities, Ambassador attire, travel, and scholarship opportunities. Ambassadors are expected to participate in program-approved fundraising activities as scheduled by the Ambassador Committee.

All fundraising efforts must be approved by and coordinated through the Ambassador Committee. Funds raised through Ambassador fundraisers are intended to benefit the program as a whole unless otherwise specified. Ambassadors and their families are expected to represent the program positively, act responsibly, and follow all guidelines provided during fundraising activities.

Participation in fundraising supports program sustainability and helps offset costs associated with Ambassador appearances and responsibilities.

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## Educational Scholarship

Upon the successful completion of the Senior Ambassador year of service, Senior Ambassadors become eligible to access the educational scholarship associated with the Rice County Fair Ambassador Scholarship Program. This scholarship is intended to support post-secondary education and may be requested in accordance with program guidelines, timelines, and documentation requirements as outlined in this handbook.

To receive any scholarship funds that may be offered, a person who becomes a Senior Ambassador must be successfully enrolled in a post-secondary educational institution, trade school, or the BUILD program. The Senior Ambassador may request their scholarship fund be dispersed after the completion of 1 academic term.

Any request for scholarship funds must be in writing and be accompanied by proper documentation. All requests should be submitted to the Ambassador Committee and the Fair Board Treasurer, or any other person designated by the Ambassador Committee to receive the request.

Any scholarship funds must be requested within **three (3) years** following the successful completion of your reign. Requests made after this time frame will result in forfeiture of the scholarship funds.

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## **Disciplinary Action, Removal, and Resignation**

Candidates and Ambassadors along with parent(s)/guardian(s) understand that failure to adhere to program expectations, handbook guidelines, or the Ambassador Code of Conduct may result in disciplinary action. Disciplinary action may include, but is not limited to, warnings, probation, or disqualification from the program, as determined by program leadership.

The Rice County Fair Ambassador Scholarship Program Committee has the sole discretion to determine what constitutes a violation of program expectations and to decide whether an individual should be removed from the Ambassador program as a result of a violation.

If an individual is removed from the Rice County Fair Ambassador Scholarship Program or voluntarily resigns from their Ambassador position, any associated Ambassador scholarship will be forfeited and they will be unable to be a Candidate or Ambassador again in the future with the program. The Ambassador Committee reserves the right to request the return of any and all program-issued or loaned items. In addition, a formal resignation must be signed and returned within thirty (30) days of removal or resignation.

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# Handbook Acknowledgment and Agreement

By signing below, I acknowledge that I have received, read, and understand the Rice County Fair Ambassador Scholarship Program Handbook. I understand that this handbook outlines the expectations, responsibilities, policies, and guidelines of the Rice County Fair Ambassador Scholarship Program.

I agree to comply with all requirements described in the handbook, including—but not limited to—standards of conduct, appearance, communication, attendance, social media use, and participation expectations. I understand that failure to adhere to these expectations may result in disciplinary action, up to and including removal from the program, as determined by the Rice County Fair Ambassador Scholarship Program Committee.

I further acknowledge that the policies contained in this handbook may be updated as needed and that it is my responsibility to remain informed of any changes communicated by the Ambassador Committee.

If the Candidate/Ambassador is under 18 years of age, the parent/guardian acknowledges responsibility for reviewing this handbook with their child, explaining its contents, and supporting their child in meeting all program expectations. All contents of the handbook apply to all candidates, ambassadors, and their family members.

## Signatures

### Candidate/Ambassador:

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Parent/Guardian:

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Photo & Video Usage Consent and Acknowledgment

By signing below, I acknowledge that I have read and understand the Rice County Fair Ambassador Scholarship Program's photo usage policy. I grant permission for photographs and videos of \_\_\_\_\_, taken during Ambassador activities, to be used for promotional, educational, and program-related purposes, including websites, social media, printed materials, and program publications.

This permission remains in effect for the duration of the Ambassador's term and any reasonable future use related to the program.

## Signatures

### Ambassador (required):

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Parent/Guardian:

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_