

FOREMAN BUILDING SET UP AND HOUSE KEEPING GUIDELINES

Set Up -

FRIDAY, SATURDAY, AND SUNDAY FROM 9 A.M. TO 10 P.M. ONLY!

Please adhere to these specified set up times as there is no guarantee that just because the exhibit building looks like it is ready it may not be.

HOUSEKEEPING GUIDELINES:

The following guidelines have been established and are expected to be adhered to during Fair week. Your cooperation will be appreciated as the appearance of the Exhibit Building reflects the outlook of our Fair and its Exhibitors.

1. All displays are to stay within the size of your booth. Nothing should go beyond the 4 foot depth and into the aisles. If you are using straw or loose materials, be sure that you use a kickboard to keep your materials within the booth size. Please clean up any straw or other loose materials that you use. This includes the area in front of your booth as well as the path traveled to bring it to your booth.
2. Respect your neighboring booth; make sure if you are displaying above the height of the back partition that it is neatly covered.
3. Be sure and check your booth throughout the week for neatness. Perishable goods must be replaced or removed when necessary, however, record books and/or posters must remain on display.

Your booth is on display and will be judged on a daily basis.

We appreciate your willingness to help us present a neat and clean exhibition building.

Your booth is to REMAIN IN TACT (no taking down of display or projects) and NOTHING is to be removed from the Exhibit Building unless permission is given by the Exhibit Building Chairperson before 11 p.m. Saturday ending fair. I can be reached at 656-0031 or by e-mail at nickjrfan@netzero.com.