

# Johnson County Agricultural Association

## Johnson County 4-H & FFA Fair

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Website – [www.johnsoncofair.com](http://www.johnsoncofair.com)

Questions? Contact Suzanne Windisch, Exhibitor Coordinator, (319) 624-2863 or  
email: [exhibitboothchef@hotmail.com](mailto:exhibitboothchef@hotmail.com)

### Now is the time to reserve an Exhibition Space for the July 23-26, 2007 “Clowning Around at the Johnson County Fair”

**Exhibition Halls A & B:** A booth is 8’ wide by 10’ deep – rental is \$175 each

**Exhibition Hall C:** A booth is 8’ wide by 10’ deep – rental is \$200 each \*\*

\*\*Difference in price is due to the required usage of drapes in all booths of building C.

Indoor display areas include a single 110v electrical outlet. Buildings are not air-conditioned.

Wireless Internet is now available only in buildings A and C for a charge of \$30 for all four days of the fair or \$10 per day. Outdoor Wireless Internet is currently unavailable.

**Outdoor Exhibits:** Prices range from \$150 to \$400 based on square footage. Exhibitors from 2006 are being notified of the cost for the 2006 space. Changes to the 2006 space or new exhibitors will be quoted a price based on space listed on reservation form. Outdoor electricity is 110v with limited availability, and must be paid in advance. Extension cords will not be provided. A 100-ft length may be necessary.

**NOTE:** Tables, chairs, and other display items are not provided in any area, but will be available for rent. For your consideration, rental information is available on our website.

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**Retain a copy of this multi-page form for your files. It is your contract and will be beneficial for you as you begin planning your exhibit for this year's county fair.**

All **non-food** applications will be considered. Considerations include the order in which the registration form and payments are received, availability of space, and the relationship of the exhibition to agriculture and the community. **New food vendors are not being accepted this year.**

The Johnson County Agricultural Association Board will have a final voice in choosing exhibitors.

**Exhibitors are prohibited from distributing balloons. Any free food items distributed must be a sample size.** The Johnson County Agricultural Association Board reserves the right to demand the removal of specific items from the exhibit. Exhibitors will not be allowed to use microphones or music connected with their display. **There will be no solicitation outside of your assigned display area.**

#### **Exhibition spaces will be open for public viewing**

10:00 a.m.- 9:00 p.m. daily July 23-25 and 10:00 a.m.-8:00 p.m. on Thursday, July 26  
During the fair, the exhibition halls will be unlocked at 9:30 a.m. Security will be on hand to allow exhibitor access from 9:30 a.m. to 10:00 a.m. before open hours, and from 9:00 p.m. to 9:30 p.m. when the doors will be locked for the evening.

**You will be in violation of this contract if you begin to tear down your display area prior to 8:00 p.m. on Thursday. Doing so may result in the forfeiture of future contracts. You are responsible for removing all items from your exhibit by 10:00 p.m. on Thursday evening.**

**Exhibit Placement:** We will try to be as accommodating to your requests as possible. Placement will be on a first-come basis. Returning exhibitors' placement will be based on previous year's rented space. If additional space is needed, adjustments may be necessary to accommodate. If we do not receive your application and payment by June 1, you will be placed at the discretion of the **Exhibit Manager**, regardless of previous year placement.

**Payment:** Is due either delivered or postmarked by June 1 to the Johnson Co. Fairgrounds office. After that, **a \$25.00 late fee will be charged.**

**Insurance:** **The attached insurance form or proof of insurance from your carrier must be completed and returned with your reservation.**

**Cancellations:** All cancellations must be in writing to the fairground address by June 1. If a cancellation notice is not received, and you do not attend the fair, you will be removed from our mailing list.

**Refunds:** No refunds will be given.

**All Buildings and Grounds – Alteration of buildings or grounds is prohibited and will be in violation of this contract.**

**All Exhibit Buildings:** Buildings are not air-conditioned. An electric fan should be considered.

Dividers are 8-ft. high in back and 3-ft. high between booths. In order to maintain adequate viewing for all exhibitors, displays will not be allowed to exceed 8 feet on the back, nor exceed 4 feet on the sides. Nothing will be allowed to hang from the ceiling or rafters. You must stay within the boundaries of the assigned booth or you will be asked to move or remove items from your display so that you comply.

**Building C drapes:** The rental in this building includes back and side drapes. You will not be able to hang heavy items or use tape on the drapes. You may hang some lightweight items from the bar at the top of the drape. Nothing is to be hung or taped to the walls or ceiling.

**Website:** An exhibitor and location listing will be maintained on our web site **www.johnsoncofair.com**. This site includes maps of the buildings and grounds in order to locate assigned spaces.

**Security:** There will be around-the-clock security on the Johnson County Fairgrounds. There will be **No entry** allowed to any building during the hours of 9:30 p.m. to 9:30 a.m. The fair assumes no responsibility for any loss, theft, or damage to the exhibitor's property before, during or after fair hours. (See insurance information on the attached page.)

**Booth Awards:** A panel of judges will select *Best Exhibit by a non-profit organization*, *Best Exhibit by a Business* and *Best Outdoor Exhibit*. Exhibits will be judged on originality, how well this year's fair theme "*Clowning Around*" at the Johnson County Fair" has been incorporated, and the marketing of products or services. Awards will be presented on Thursday.

**Hotels:** We have arranged with two area hotels for a 20% discount during your stay at the fair. Call Jeremy at Heartland Inn at 319-351-8132 or Jay at Alexis Park Inn & Suites at 319-337-8665. To obtain your discount, inform them that you are with the Johnson Co. Fair.

*Information for your records: Date Application Sent \_\_\_\_\_ Fees \$ \_\_\_\_\_ Check Number \_\_\_\_\_*

*Included extra charges for: Internet \_\_\_\_\_ Electricity \_\_\_\_\_*

*Date & Time you selected for your exhibit set up: Date \_\_\_\_\_ Time \_\_\_\_\_*