

To: FAIR EXHIBITORS

From: Effingham Fair Association

Subject: **2024 Fair Booth Application**

Fair Dates: 10/17/24 - 10/26/24 - for 10 days

Fair Theme: “Continuing the Legacy of Farm & Family”

The Effingham Fair Association is currently taking applications for exhibit booths and exhibit space for the 2024 fair to be held for ten days, October 17-26, 2024. We would encourage you to submit application as soon as possible if you wish to participate in this year's fair. **Applications are accepted on a first-come-first-serve basis only.** Applications for the same booth number as last year will be honored dependent on space availability, prior requests and organization of the booths.

Booths may be set up on **Sunday, October 13 from 2-5 pm; Monday, October 14 from 10 am-5 pm; Tuesday, October 15 from 10 am – 8 pm and Wednesday, October 6 from 10 am – 5 pm.**
BOOTHS MUST BE COMPLETED BY 5:00 P.M. ON WEDNESDAY , OCTOBER 16.
Please make arrangements for booths to be installed during these periods. Do not request special times. Exhibit buildings will close at stated times.

Please only decorate the inside of the large booths and do not put tables or other items outside of the large booths. **If for any reason you cannot put your booth display in, please contact Kathy Morgan at effinghamfairbooth or (912)754-5620 during normal business hours so we can fill space from the waiting list.**

Your booth will be judged on the following categories: Use of effective caption title (5 pts.); Draws attention with pleasing appearance (15 pts.); Arouses and holds interest until people have read or observed essentials of materials presented (20 pts.); Makes effective use of appeal (15 pts.); Builds confidence in recommended practices (10 pts.); Promotes decision and action (15 pts.); Must be educational (15 pts); and Uses explanatory materials effectively (5 pts.).
Booths do NOT have to depict the fair theme.

If your booth earns a monetary prize...be sure to see Ramona Kessler in the Exhibit Building after you remove everything from inside your booth, including staples, and before you leave the fairgrounds. She will be in the Exhibit Building on Sunday, October 27 from 2:00pm – 5:00pm OR Monday, October 28 from 8:00 am – 11 am. Prize money for non-profit organizations has increased so check the website or fairbook for amounts.

Booth sizes are approx. 6'x 6'x6' (large size) or 6'x6'x4'(with a 2' floor). Sample pictures available upon request.

*******Keep this sheet for judging criteria, set-up and take-down information*******

2024 FAIR BOOTH APPLICATION
Fair Dates: October 17 – 26, 2024

Name of Club/Organization: _____

Name of Person Responsible: _____

Address _____ Phone _____
_____ Fax _____
_____ E-mail _____

How did you hear about our Fair/booth advertising? _____

CHECK ONE:

_____ Business/Advertisement/Commercial/Political \$75per booth space

_____ Non-profit organization display booth – no charge

_____ Non-profit organization selling, raffling, etc. - \$35 per booth space

NOTE:

- All applications are subject to approval by the Fair Committee.
- Premium lists, score cards and other information are listed in the Fair Book.
- Two (2) gate passes per booth will be attached to the booth you are assigned.
- No food may be sold in booths.
- Funds (cash or check) should be paid when application is made.
- Checks should be made payable to the **EFFINGHAM FAIR ASSOCIATION**.
- Applications must be turned in to Kathy Morgan – effinghamfairbooth@gmail.com or (912) 754-5620 or dropped off at Eff. Co. Board of Ed. for Kathy Morgan.
- **If for any reason you cannot put your booth display in, contact the above numbers immediately so we can fill the space from the waiting list.**
- FOR POLITICAL BOOTHS ONLY – Due to limited booth space, each political party will be limited to two (2) booth spaces.
- Space is limited. You are allowed to ONLY decorate the inside of the booth space you are assigned. Please do not put tables or other items outside of the booth.

BOOTH INSTALLATION INFORMATION:

You will need to make arrangements for your booth to be installed during one of the following times. Do not request special times. Exhibit buildings will close at stated times.

- Sunday, October 13, 2024~ 2pm – 5pm
- Monday, October 14, 2024~ 10 am – 5pm
- Tuesday, October 15, 2024 ~ 10 am – 8pm
- Wednesday, October 16, 2024 ~ 10 am – 5 pm
- **BOOTHS MUST BE COMPLETED BY 5PM ON WEDNESDAY, OCTOBER 16.**

If your booth earns a monetary prize...be sure to see Ramona Kessler after you remove everything from inside your booth, including staples, and before you leave the fairgrounds. She will be in the Exhibit Building on Sunday, October 27 from 2:00pm – 5:00pm OR Monday, October 28 from 8:00 am-11 am.