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## THE JEFFERSON COUNTY FAIR

*“There's something for Everyone at The Oldest Continuous Operating Fair”*

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We are now scheduling space for the 191th Jefferson County Fair. This year's Fair dates are **Tuesday, July 15th through Sunday, July 20th, 2008**. Setup must be done on Monday, July 14th, because Tuesday will be a full day at the Fair. Activities start at 9:00 A.M. The buildings open at 9:00 A.M. for vendors and 10:00 A.M. for the public and Reithoffer Shows start at 12:00 noon. As in the past, some Pre-Fair events and judging will be held on Monday, July 14th all day.

Rental booth space in the Arena (inside) is \$125 for a booth 10' x 10'. Curtains and electricity are provided. Concessionaires must provide their own displays including tables and chairs. Multiple booth spaces are available at this time. Booth positions will be chosen for you randomly.

Outside rental space is \$25.00 per front foot plus \$25.00 per foot for one-half of each sale side. Each concession will receive one (1) 110 volt electrical service for \$50.00. Additional hookups or higher voltage needs will result in additional costs. Tents are available at additional cost. If you request us to rent a tent for you, this charge must be paid prior to June 8, 2008 or it will not be ordered.

Liability insurance is required. The lessee must prove proof of coverage showing combined limits of \$1,000,000.00. Both the Jefferson County Agricultural Society and the City of Watertown must be listed as additionally insured certificate holders. The physical (not mailing) address for both entities is 615 W. T. Fields Drive. The mailing address for the Fair is at the top of the page.

Passes are supplied at a rate of two (2) **per vendor**. The pass will admit one (1) plus a car weekly. Additional weekly passes are available at \$5.00 or daily passes at \$1.00. **Pass will be punched once per car, If leaving the grounds, vendor or employee must get hand stamped to return. Please make sure your have enough passes fro everyone involved with your space.**

You must have a NYS sales tax registration number and the original must be displayed during fair week at your exhibit. If serving food, you must have a NYS Health Permit.

Please return enclosed application as soon as possible. If a contract is attached, please return signed. A receipt will be mailed back.

**All contracts will be honored on a first come, first serve basis only! Fifty percent of the purchase price is to be paid when signing the contract. FAILURE TO DO SO, DOES NOT RESERVE SPACE.**

All concessions should be **in place by 5:00 P.M. Monday, JULY 14, 2008** unless arranged by the manager. Tear down time - no earlier than 6:30 P.M. Sunday, July 20, 2008 unless another tear down time is officially announced by the Fair Manager. **Early departure will jeopardize future contracts and will result in a \$25 booking charge to be paid in advance, at the time of deposit, for a future booking.**

Yours truly,

**Martha A. Petrie**

Martha A. Petrie, Manager