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### CIVIC ORGANIZATION INFORMATION BOOTH

- Fair Dates: Tuesday, August 8<sup>th</sup> - Saturday, August 12<sup>th</sup>, fair opens to the public on Wednesday, August 9<sup>th</sup>, 12:00pm.
- Fair Hours: 8:00am - 9:00pm each day (Saturday ends around 4:00pm). Vendors are welcome to set their own work hours to accommodate usage of volunteers, staff, and peak sales hours.
- Set-Up: Tuesday, August 8<sup>th</sup>, 9:00am - 8:00pm
- Tear-Down: Saturday, August 12<sup>th</sup>, 4:00pm - 6:00pm
- Booth Size: Outside - 20' x 20' (some exceptions allowed)  
Inside - 8' x 10'  
Please indicate below if your booth is inside or outside.
- Booth Fee: \$25.00 plus electricity for the 4-day Fair.
- Electricity: \$20.00 per hook-up
- Insurance: Proof of liability must be submitted with contract and payment or your booth request will be refused. You must carry a minimum of \$500,000 in liability with Baker County Fair/Baker County as additional named insured. Your insurance company will be happy to provide this, and they may fax this to us at **541-524-9567**.
- Admission: We are a free fair.
- Product List: Please remember to submit a complete list of your products with any details available. Please complete the attached Civic Organization Information Booth sheet.

**BAKER COUNTY FAIR  
CIVIC ORGANIZATION INFORMATION BOOTH**

Booth Fee:     \$25.00

Electricity:     \$20.00 per hook-up (electricity is limited)

**Company Name:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Phone:** \_\_\_\_\_

**Fax/Email:** \_\_\_\_\_

**Tell us about your booth (INSIDE OR OUTSIDE?):**

**List your products and prices:**

**Other Comments:**

*Please submit a photo of your booth as set up and ready for the public.*

**Note:** Booths will be assigned on a first come, first served basis.

**Please mail application with payment to:**  
Baker County Fair, 2600 East Street, Baker City, OR 97814  
**Call or email the office with questions:**  
541-523-7881/ [bakerfair@bakercounty.org](mailto:bakerfair@bakercounty.org)