



Charles County Fair

*Post Office Box 968
La Plata, Maryland 20646*

Guidelines and Operating Procedures:

1. To secure your space, this contract with full payment must be received by the date referenced on the front of the contract under Monies Payable.
2. Contracts will be accepted on a space available basis.
3. Exhibits may be set-up after 3 PM on Wednesday of the Fair and must be completed by 3 PM Thursday of the Fair. Fair opens at 5 PM on Thursday.
4. Your exhibit must be attended AT ALL TIMES during the following hours:

Thursday	5:00 PM - 10:00 PM	Saturday	9:00 AM - 9:00 PM
Friday	9:00 AM - 9:00 PM	Sunday	10:00 AM - 7:00 PM
5. Food vendors and outside vendors must comply with the above hours, but may stay open later up until the Fair closes.
6. Exhibit buildings must remain open with displays intact until 7:00 PM Sunday of the Fair. Exhibitors dismantling their display and/or leaving early may forfeit the opportunity to participate in the future.
7. Access to your exhibit area for set-up and servicing will be through the Exhibitor/South Gate on the south end of the grounds and Exit must be via the North Gate at all times. Exhibitors needing access to the grounds to replenish their exhibits must do so and remove all vehicles before 8:30 AM. Once the Fair opens all exhibit workers must park in the parking lot and use the walk-through gates.
8. Your contract includes a specified number of passes. You may purchase additional passes for your workers as follows:
 - Season Passes (one pass for each day) @ \$12.00;
 - One Day Passes (Package of 5) @ \$20.00 – Savings of \$5.00!
9. You CANNOT sublet any part of your contracted space to another party.
10. The following sales are prohibited:
 - Sale of raffle tickets. Free drawings or give-aways are acceptable.
 - Excessive noise making or explosive devices.
11. Literature promoting your product can be distributed from your contracted space ONLY.
12. Literature promoting any political candidate is prohibited from your contracted space. Each political party will provide a booth for use by their candidates.
13. The Fair Board reserves the right to stop any activity at any time for any reason in any exhibit space or to dismiss exhibitors whose conduct is perceived to be not in the best interest of the fairgoers.
14. Security will be provided Wednesday thru Sunday nights; however, the Charles County Fair, Inc. shall not be held responsible for your exhibit or its contents.
- 15. If you have oil or grease to be disposed of, you must take it with you and dispose of it properly. You must leave your space neat and clean. If this is not done, then you will not be asked to return for future years.**

For further information regarding exhibit space:

Phone: 301-932-1234 Fax: 301-934-6221

Write: P.O. Box 968, La Plata, MD 20646

Street Address: 8440 Fairgrounds Road, La Plata, MD