



Clark County 4-H Corporation
9608 Highway 62, Suite 1, Charlestown, IN 47111
Telephone: (812) 256-4591 * Fax: (812) 256-4270
www.clarkcounty4h.com



March 22, 2011

Dear Sir or Madam:

We are reserving space in our Commercial Buildings and outside areas for the 2011 Clark County 4-H Fair, which will be held Friday, July 8th-Saturday, July 16th.

Please indicate on the enclosed form if you are or are not interested in a space for 2011. Please return the form to the Extension Office by **JUNE 10th**, along with your check made payable to: Clark County 4-H Corporation and mailed to the Purdue Extension Office, 9608 Highway 62, Suite 1, Charlestown, IN 47111. **All late payments and reservations will be docked an additional fee of \$25.00 on top of the set booth rental price.**

Cost on the Indoor booths will again be \$125.00.

Outdoor space pricing (15' X 15') is as follows:

- Premium = \$115 (spots up front between the Arena, Food Stand, and Community Building)
- Prime = \$90 (spots between and in front of the Commercial Buildings)

Each booth will be provided with one pass to park in a designated parking area for commercial exhibitors only. We will do our best to give you the space you had last year. If you want to move to a different spot, call me to get on a waiting list. The prior position holders have a chance to reserve their same spot by **June 10th**. After that, I will place based on order of requests.

The 4-H Corporation Board of Directors request that dividers be kept below 7 feet. Any dividers must be removed or placed against the wall following the Fair.

If you have a Food Booth, you must submit a food booth application for approval from the Clark County 4-H Corporation Board. Charges for the food booths this year are as follows: \$425 for private businesses and \$150 for non-profit organizations. **All food vendors must comply with the Indiana Food Code requirements, as well as FDA guidelines.** Food Booths are allowed one stand or truck for each paid site. Any additional needs, such as electric and/or camping, will be dealt with on a case-by-case basis and fee based. All Food Booths are required to stay in their paid-for site during the entire 4-H Fair. Those wishing to relocate to the Special Events area will need to pay an additional fee of \$125 per night. All Food Booths are required to refrain from selling prohibited items as stated in our enclosed contract and must disclose all intended products you plan to sell.

Any questions regarding the 2011 commercial space should be directed to Gary Graf, Committee Chairman (home: 812-246-3427) or the Clark County Extension Office (256-4591). Reserve your space by returning the enclosed form and your check to the Clark County 4-H Corporation by **June 10th**.

Sincerely,
Gary Graf
Committee Chairman

Hours of Operation for Commercial Buildings:
Sun., July 10th: 2:00 p.m.-10:00 p.m.
Mon., July 11th-Fri., July 15th: 6:00 p.m.-10:00 p.m.

2011 Clark County 4-H Fair
July 8th – 16th

_____ Yes, we are interested in having Commercial Booth space at the 2011 Clark County 4-H Fair.

INSIDE BOOTH SPACE:

Enclosed is our check for: \$_____ for _____ commercial building space(s) @ \$125 per booth.

OR

OUTSIDE SPACE:

_____ We want the same space we had last year.

OR

_____ We would like to switch to a different location this year.
_____ Premium (\$115) or _____ Prime (\$90).

_____ Enclosed is a check for the appropriate rate.

(Please note, if we cannot accommodate, the Board will refund the appropriate amount.)

_____ No, we are not interested in participating this year. Reason (optional):

Name (printed): _____

Signed: _____

Representative of: _____

Address: _____

Telephone: _____ Cell Phone: _____

E-mail address: _____