

Dear 2021 Education Booth Exhibitor,

The Archuleta County Fair Board appreciates your commitment to educating the public. We would like to extend an invitation to your organization to add to the “Quality” of the Education Tent during our County Fair. The Fair’s longevity and vitality is dependent on the support of organizations and businesses like yours.

This year the Fair will be celebrating its 70th year. The Fair was created in 1951 ‘to benefit the entire community, town’s people and ranchers alike’. It remains an opportunity for rural folks and urban dwellers to come together to learn, to be entertained, to compete, and to celebrate the heritage of the Archuleta County way of life.

This year’s Fair will be held August 1 through 4 with the theme ‘**It’s a timeless tradition.**’ Your Educational booth space will be located in the Activity Tent, a popular gathering place for individuals of all ages. It’s your opportunity to showcase your organization to hundreds of Fair-goers.

To reserve a space, please fill out the attached contract. We’re requesting a suggested minimum donation of \$10.00 per space.

- There are no vending of items at education booths. (If you wish to sell your products, please purchase a vendor booth which will be located in a different area.)
- We encourage fun child and family-oriented activities in your space to help attract attendees to your booth; these may include face painting, bean bag or rung toss, crafts, etc. You are welcome to charge a small fee for recovery costs.
- If your interest includes presenting an on-stage demonstration, please note the details on your contract and contact the Fair office as soon as possible for availability.
- All education booth exhibitors are asked to have staff at their booths when the Tent is open. See hours on the contract.
- If you are unable to exhibit all four days, there is an option of a two-day or three-day participation. Two day: Thursday/Friday or Saturday/Sunday. Three day: Thursday/Friday/Saturday
- For each day that you participate, we’re happy to provide up to four free Fair admission wristbands for your booth staff. These must be picked up in advance of the Fair’s opening day. If not, you will be responsible for gate admission. (Please make pickup arrangements with an Education Booth coordinator.)

Contract and Donation receipt deadline: Thursday, July 29, 2021.

Please return the original contract and donation via one of the following methods –

- Deliver: CSU Extension Office at 344 Highway 84 – Fairgrounds
- Mail: Archuleta County Fair, Attn: Education Booth, PO Box 370, Pagosa Springs, CO 81147
- Contract: cssilverrose@hotmail.com
- Payments online: credit card payments

There is NO admission to get into the fair this year! So no need to get wristbands.

Thank you for your commitment to the Archuleta County Fair. We sincerely appreciate your support.

See you at the Fair,

Cynthia Snarr

Education Booth Coordinators

Archuleta County Fair 2021

Education Booth Contract

Please retain a copy of this contract for your records.

Name of Organization _____

Contact(s) _____

Mailing Address _____

Phone Number(s) _____ Cell _____ E-mail: _____

Donation amount _____

Choose your Booth Days:

All 4 days___ Thursday/Friday___ Thursday/Friday/Saturday___ Saturday/Sunday___

Type of information/education provided by Education Booth participant:

Will you be handing out booklets, materials or other goodies? If so, please state content:

Do you have your own table & chairs? Yes / No If no, answer the following: Table needed: Yes___ No___
Number of chairs up to four _____

Please list names and cell numbers of individuals staffing the table/booth each day. Note: wristbands for free entry must be picked up before July 31 at the Extension office.

Please list other requests, such as access to an electrical outlet. Exhibitors must provide extension cords.

Signature of Person Representing Organization or Submitting Form

_____ Date _____

Po Box 370 Pagosa Springs, Co. 81147 www.archuletacountyfair.com

The mission of the Archuleta County Fair is to unite our community by preserving our history through building memories, encouraging cooperation, creating learning opportunities, providing entertainment, as well as developing healthy competition for exhibitors of Archuleta County enrolled in 4-H, and open class competitors from any geographical area of the world.

Archuleta County Fair Education Booth Schedule for 2021 (Activity Tent)

| Wednesday August 4th | Thursday August 5th | Friday August 6th | Saturday August 7th | Sunday August 8th |
|---|---|--|--|---|
| You may set up Wednesday afternoon. This would be a great time to pick up your packet from Cynthia. | 9:00am The Activity Tent opens. You may set up at this time. Education Booths in the Activity Tent are available to the public. | 9:00am The Activity Tent opens. Education Booths in the Activity Tent are available to the public. | 9:00am The Activity Tent opens. Education Booths in the Activity Tent are available to the public. | 9:00am The Activity Tent opens. Optional Display Day. Organizations may set up again at this time, if returning. |
| | 10:00am - 5:00pm | 10:00am - 5:00pm | 10:00am - 3:00pm | 10:00am - 2:00pm |
| | Organizations are required to have their booth staffed during these hours. If leaving for the day, please secure your items. | Organizations are required to have their booth staffed during these hours. If leaving for the day, please secure your items. | Organizations are required to have their booth staffed during these hours. When leaving, please remove all display items. | Optional Display Day. If returning for the day, please remove all display items when leaving. |
| | 5:00pm - 9:00pm | 5:00pm - 11:30pm | 3:00pm - 11:30pm | 4:00pm |
| | You are welcome to stay as long as you like. Please secure your items when you leave. | You are welcome to stay as long as you like. Please secure your items when you leave. | You are welcome to stay. Booths will not be set up. There is a 4-H dinner for those who purchased a ticket, and then a dance band. | Fair closes for the year. Please come again next year! |
| | 9:00pm | 12:00 midnight | 12:00 midnight | |
| | Tent closes for the night | Tent closes for the night | Tent closes for the night | |

Important:

1. If you need to leave your booth unattended for a short period of time, please ask a neighboring booth to watch your space.
2. Leave a sign on your table to let visitors know when you will return.
3. The Fair is not responsible for any items left unattended.