

**THE 2011 WOODSTOCK FAIR – EXHIBITOR INFORMATION &  
REGISTRATION**

THURSDAY – SUNDAY AUGUST 25-28, 2011



**Sponsored by the Woodstock Agricultural Society**

Telephone: (519) 537-8212 – Fax: (519) 537-3349 – Email: Woodstock  
875@rogers.com

Fair Office Address: 875 Nellis Street, Woodstock, Ontario N4S 4C6

**Website: [www.woodstockfairgrounds.com](http://www.woodstockfairgrounds.com)**

Exhibitor Information:

**The Fair**

The Woodstock Fair combines exhibits, competitions, grandstand attractions, food, theme displays, entertainment, and midway fun into an entertaining package that appeals to all ages.

Our surveys have found that almost 80% of our visitors come from within Oxford County.

**Location**

The Woodstock Fairgrounds is located at 875 Nellis Street, Woodstock. Both indoor and outdoor exhibit booths are available. Our Indoor exhibitors will be in the Market/Mutual Building.

**Exhibitor Hours**

Thursday, August 25 <sup>th</sup>	4pm – 10pm
Friday, August 26 <sup>th</sup>	11am – 10pm
Saturday, August 27 <sup>th</sup>	10am – 10pm
Sunday August 28 <sup>th</sup>	12pm – 5pm

**Set-up Hours**

Wednesday, August 25 <sup>th</sup>	8am – 5pm
Thursday, August 26 <sup>th</sup>	8am – 3pm

**Note: For safety reasons, vehicle access to the grounds will be restricted during Fair open hours. Please inform your staff and suppliers.**

**Take-Down**

Sunday, August 28 <sup>th</sup>	5pm – 9pm
Monday, August 29 <sup>th</sup>	8am – 5pm

Exhibits and display material must remain intact until 5pm Sunday August 28<sup>th</sup>, 2011.

## **BOOTH INFORMATION**

### **INDOOR BOOTHS**

- a) Standard booth size is **10ft. depth and a minimum frontage of 10ft.** Extra frontage is available in multiples of 5ft. (i.e. 15', 20').
- b) Display materials and signs must not encroach on the pedestrian aisles or on the adjacent exhibits. Noise or sounds that interfere with the opportunity of other exhibitors to present their goods and services to the public will not be allowed.
- c) Floor covering is at the discretion of the exhibitor, but should be confined to the exhibit space.
- d) Each booth will have access to 120V electrical outlets located at panels throughout the halls. In some cases, extension cords will be required, **bring your own**. Requests for special hydro services must be approved by the show management.
- e) One 8ft. table and two chairs are provided with your inside booth. Extra tables and chairs are available upon request at no extra charge.
- f) Damages to the buildings walls or floors caused by nails, screws, hooks, water or other display related materials are the responsibility of the exhibitor.

### **OUTDOOR BOOTHS**

- a) Outdoor exhibit space is available in several areas of the Fairgrounds. Booths are 10ft. in frontage by 20ft. in depth. Extra frontage available in multiples of 5ft. for \$10.00.
- b) Where requested on the application form, booths will be placed close to hydro access but this is first come first serve basis as our access is somewhat limited.
- c) Any stakes driven into the asphalt for tents or signs must be approved by the Fair management. All holes must be filled and sealed upon completion of use.
- d) **If you are an outdoor exhibitor serving food, proof of insurance must be shown, and mailed back to the office with your application naming the Woodstock Agricultural Society as additional insured with a minimum of \$2 million liability.**

## **EXHIBITOR PASSES**

Exhibitor passes are provided according to the amount of space booked. Passes are allocated to exhibitors on the basis of 2 passes per booth. **Additional exhibitor passes are available at 2 for \$10.00.**

## **ADMISSION**

ADULTS \$6.00 – Children 12 & under are free when accompanied by an adult.

**PLEASE INFORM YOUR BOOTH STAFF OF OUR PASS POLICY.  
EVERYONE MUST HAVE A PASS OR PAY! THIS WILL BE STRICTLY  
ENFORCED.**

**Note: Parking is FREE**

## **APPLICATION FORM**

Your application form should be returned by July 25, 2011 with Full payment. All exhibit space not taken by July 26, 2011 will be allocated on a first come first serve basis. Confirmation and a plan showing booth locations will be available to exhibitors mid August.

## **THE FAIR SPONSOR**

The Woodstock Agricultural Society is a non-profit, volunteer based organization serving Oxford County. It owns and manages the Woodstock Fairgrounds, building rentals, and organizes such events as the Woodstock Fair, Woodstock Home and Garden Show, and our Saturday Farmer's Market.

## **SECURITY**

Security will patrol the buildings and grounds while the Fair is closed to the public beginning Wednesday evening August 24th, 2011. All booths must be staffed during open hours. Exhibitors are responsible for exhibit materials during open, set-up and take-down hours.

## **INSURANCE**

The Woodstock Agricultural Society will use reasonable precautions for the protection of the public and property, and is insured against public liability and property damage claims arising from the Fair. This insurance does not cover the exhibitor or his material which are placed on display at the exhibitor's own risk. All equipment must meet all safety standards.

**\*\*All food vendors must supply their own 2 million dollar liability insurance naming the Woodstock Agricultural Society as additional insured.**

### **PAYMENT FOR EXHIBIT SPACE**

Exhibit space fees are listed on the application form.

Cheque for payment in full at time of application to be received at the office by July 25, 2011.

**Exhibitors will not be allowed to move into the Fair unless payment has been received in full. There will be no exceptions.**

DEPOSITS WILL ONLY BE REFUNDED IN THE CASE OF A CANCELLATION BY AUGUST 5, 2011.

Exhibit space may not be sublet by the exhibitor. No equipment, materials, representatives or literature from firms other than the approved exhibitor will be permitted in the exhibit space.



**2011 Woodstock Fair – August 25<sup>th</sup> to  
August 28<sup>th</sup>**

**www.woodstockfairgrou  
nds.com**

**AUTHORIZED SIGNATURE:** \_\_\_\_\_

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**(FOR OFFICE USE ONLY) DATE RECEIVED:** \_\_\_\_\_

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