

COOSA VALLEY FAIR ASSOCIATION
P. O. Box 1224
Rome, GA 30162



Operated by Exchange Club of Rome
www.coosavalleyfair.com

MEMBER:
GEORGIA ASSOCIATION
AGRICULTURAL FAIRS
INTERNATIONAL ASSOCIATION
OF FAIRS AND EXPOSITIONS

Dear Exhibitor:

Enclosed please find a contract in duplicate, sign both and return one copy with payment in full to:

Attn: Ann Arnold, Village Building
Coosa Valley Fair Association
P O Box 1433
Rome, GA 30162-1433

Please make checks payable to Coosa Valley Fair Association. Your booth will not be reserved until payment and contract is received. Space will be assigned on a first come basis, and a diagram will be posted in the Village Building the weekend before the fair.

The fair dates are Oct 6 - Oct 10, 2009. The Village Building will be open Tuesday-Friday, 6pm-10pm, and 10am-10pm on Saturday. Please be present when the Village Building is open to the fairgoers; even though the Coosa Valley Fair Association will provide minimal security, we cannot watch your booth when the doors are open and therefore cannot be responsible for the contents.

Set-up days are Sunday, October 4th, from 1pm-4pm, and Monday, Oct 5th, from 1pm-5pm. If you need to set-up outside these times, you must get authorization from the Village Building Director. If you need to drop off merchandise to your booth during the fair days, it must be done by noon. No vehicles will be allowed after that time. It is also strongly suggested that on opening day, you be on the fairgrounds by 4pm, so that you can be present when the Village Building opens and not stuck in the long line of traffic. Exhibitors take down is Sunday, October 11th, 1pm-4pm.

You will receive a set number of Exhibitor Passes per day (Tues-Sat). If you need more additional passes, they may be purchased at a cost of \$5 each. You are strongly encouraged to consider a door prize drawing at your booth. This additional activity will be promoted in hopes of bring even larger crowds to the Village Building. I hope you enjoy your week at the Coosa Valley Fair this year. Any questions please email me at aarnold@romea.us or phone 706-236-4520 after 4pm.

Sincerely,

Ann Arnold

Ann Arnold, Director
Village Building