

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

April 2015

Dear Exhibitor:

It's time to reserve your booth space in the Village Building. Please download a copy of our contract, please sign, make a copy for your records and return with payment in full with your check payable to Coosa Valley Fair Association. Space **will not** be reserved until payment and contract are 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 and it can also be emailed upon request.

The fair dates are **October 6 - 10**. The Village Building hours will be **nightly from 5 pm until 10 pm**, and **Saturday from 10 am until 10 pm**. Please consult our Village Building newsletter and exhibitor contract for details. It is important that you be present when the Village Building is open to 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 Saturday and Sunday, Oct. 3-4, from 12pm-5pm, and Monday, Oct 5, from 12pm-4pm. The building will be locked outside these times, so you must get in touch with **US** to make other arrangements. We will try to accommodate you if possible. 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. **Exhibitor take down is Sunday, October 5th 12pm-4pm.**

You will receive a set number of Exhibitor Passes per day (Tues-Sat) that will be taken up at the gate. If you need additional passes, they may be purchased at a cost of \$5 each. These are for workers **only** and **the gate workers will not accept passes from children to get into the fair**. You are strongly encouraged to consider a door prize drawing at your booth. This additional activity will be promoted in hopes of bringing even larger crowds to the Village Building. We hope you enjoy your week at the Coosa Valley Fair this year. Any questions please email us at buzzrome@comcast.net or phone 706-291-0678(H) or 706-252-4690(C). My wife Paula or I will respond as quickly as possible to your email or call.

Sincerely,

Buzz and Paula

Buzz and Paula Wachsteter, Directors
Village Building

Mail Form and Check to: Attn: Buzz Wachsteter, Village Building
Coosa Valley Fair Association
1 Haynes Creek Road
Rome, GA 30161-5909