

**Permian Basin Fair & Exposition
Rules and Regulations Addendum Sheet**

Fair Dates Hours

Friday	September 01, 2023	05:00pm-12:00am
Saturday	September 02, 2023	12:00pm-12:00am
Sunday	September 03, 2023	12:00pm-10:00pm
Monday	September 04, 2023	12:00pm - 10:00pm
Tuesday	September 05, 2023	05:00pm-10:00pm
Wednesday	September 06, 2023	05:00pm-10:00pm
Thursday	September 07, 2023	05:00pm-10:00pm
Friday	September 08, 2023	05:00pm-12:00am
Saturday	September 09, 2023	12:00pm-12:00am
Sunday	September 10, 2023	12:00pm-10:00pm

Set Up Dates & Hrs.

Thursday	August 31, 2023	09:00am-08:00pm
Friday	September 01, 2023	09:00am-03:00pm

All booths must be set up by 3:00pm Friday. The fair does not have wheeled carts or personnel to assist in setting up your booth. **THE FAIR DOES NOT PROVIDE TABLES OR CHAIRS**

Electrical

(OUTSIDE BOOTHS)

With each 20' x 25' booth space, **one** 110-volt, 20-amp outlet is provided. If more than one outlet is needed, you will need to complete **Electrical/RV/Insurance** form. There is a charge of \$60.00 for each additional 110-volt outlet beyond the outlet that is included in your space rental. If a 220-volt outlet is needed, please make this known on the form. These are \$150.00 each.

Booth Signage

(INSIDE BOOTHS)

One sign will be provided with each booth space. Please be sure the information on your contract is correct. (firm name, etc.) Signs are prepared prior to the fair, so it is necessary that the information is correct. The sign provided is property of the decorator.

Passes

Four (4) Run of the Fair passes will be **(issued per Contract)**. If more passes are needed, they may be purchased for \$3.00 each in the **MAIN TICKET OFFICE**. For your convenience the Fair accepts Cash, Visa, MasterCard, Discover and American Express for purchases. As you check in to set up your booth(s) you passes will be issued and you will be directed to your booth location

Booths

(INSIDE BOOTHS)

Your side curtains are 3' tall. We ask that you design your booth in a manner that **will not block** your neighbor's visibility to traffic. **ALL BOOTHS MUST BE STAFFED AT ALL TIMES DURING OPERATING HOURS OF THE FAIR. **THE FAIR DOES NOT PROVIDE TABLES OR CHAIRS****

MOVE-OUT

Sunday	10:30pm to 12:00am
Monday	08:00 am- 12:00pm

BUILDINGS WILL BE SECURED at 12:00am after the Fair closes. No vehicles will be allowed inside the buildings during

move-out after the Fair closes. YOU WILL BE ABLE TO GET A VEHICLE CLOSE TO AN OUTSIDE DOOR TO MOVE YOUR BOOTH CONTENTS OUT. THIS IS FOR THE SAFETY AND COURTESY OF ALL VENDORS.

RENTAL/CONTRACT

All exhibitors must sign a contract with the Permian Basin Fair & Exposition for space rental. **Your signed contract and non-refundable deposit must be returned to the fair office with-in 30 days from date of contract, 2023. Space rentals are due in full by May 4, 2023.**

INSURANCE

ONLY PRE-PREPARED FOOD ITEM SALES ARE ALLOWED INSIDE. **ALL OUTSIDE FOOD BOOTHS** SELLING FOOD PRODUCTS ARE REQUIRED TO FURNISH A CERTIFICATE OF INSURANCE SHOWING **THE PERMIAN BASIN FAIR & EXPOSITION & ECTOR COUNTY COLISEUM AS ADDITIONAL INSURED**. IF YOU DO NOT HAVE INSURANCE COVERAGE, **WE CAN OBTAIN IT FROM OUR CARRIER FOR \$125.00 FOR THE RUN OF THE FAIR**. PLEASE NOTE THAT YOU WISH TO BE COVERED BY OUR INSURANCE ON THE ELECTRICAL/RV/INSURANCE FORM INCLUDED WITH YOUR CONTRACT. PLEASE ENCLOSE ANY OF THESE FEES WHEN RETURNING YOUR CONTRACT. **Ector County requires that all food vendors purchase health permits, IN ADVANCE. Permits WILL NOT be sold on the grounds. Contact the Ector County Health Department at 432 498-4141 prior to the opening of the fair to obtain this permit.**

RV PARKING

A limited number of RV spaces are available on the PBF&E (RV Lot) for \$150.00. Limited electrical & water is available however no sewer connections are available. Please note that a RV space is requested on the Electrical/RV/Insurance form included with your contract. Please include any fees when returning your contract.

PROHIBITED ITEMS

The following is a partial listing of items that cannot be sold on the grounds of the Permian Basin Fair & Exposition.

1. Pyrotechnical devices
2. Colored hair spray or paint
3. Drug Paraphernalia
4. Stink Bombs
5. Weapons of any kind – including but not limited to:
 - a. Butterfly knives, blow guns, Cross bows, Throwing stars, Nunchakus(nunchucks)
 - b. Cap guns, anything that looks like or resembles a gun or pistol (orange capped items are ok, but please notify fair director of the intent to sell such
 - c. Anything that the fair deems to be inappropriate or unsafe

READ YOUR CONTRACT CAREFULLY- IT CONTAINS RULES AND REGULATIONS NOT SPECIFICALLY MENTIONED IN THIS ADDENDUM