



Southern Oregon Senior Resource Fair



September 8, 2023

9am to 3pm, Josephine County Fairgrounds,
1451 Fairgrounds Rd, Grants Pass

Net proceeds will be donated to

The Non Commissioned Officers Association (NCOA)

for Veteran's assistance in Southern Oregon

This packet is to advise you of your rights, restrictions and requirements. Please read carefully and save for future reference.

Hosted by:

Team Senior Referral Services, Inc. (TSRS)
560-A NE F St., #427, Grants Pass, OR 97526
Phone: (541) 295-8230 Fax: (541) 919-0233



Location:

Josephine County Fairgrounds, 1451 Fairgrounds Rd, Grants Pass, OR 97527

Show Date/Hours

Friday, September 8th, 2023, 9am to 3pm

Setup/Tear-Down

Setup:

Thursday, September 7th, 2023: 5pm-8pm; Friday, September 8th, 2023: 7am-8:30am

(Note: Setup **MUST** be completed on Friday morning by 8:30am)

IMPORTANT: There are no ladders, dollies, hammers, brooms, extension cords, power strips, etc. available. **WE HIGHLY RECOMMEND YOU BRING THESE ITEMS WITH YOU IF YOU NEED THEM.**

Tear-Down:

Friday, September 8th, 2023: 3pm-5pm

Set Up and Tear-Down Rules:

- Insurance has been provided to the fairgrounds by TSRS. If you require additional insurance, TSRS can offer suggestions as to who you can get that through.
- **All booths must be paid in full at the time of registration.**
- TSRS reserves the right to relocate any vendor at any time.
- Vendors **MUST** show sign of occupancy in their booth(s) by 8:30am on September 8th, 2023, or the booth(s) will be considered abandoned and the Exhibitor(s) therefore forfeits their booth(s) and all monies paid.
- Exhibitor(s) must be completely set up, in place, and organized **NO LATER** than 8:30am on September 8th, 2023.
- Exhibitors are **REQUIRED** to park in the parking lot on the "Carnival" side of the Commercial Building (see map).
- No exhibits may be dismantled and/or removed prior to 3pm on Friday, September 8th, 2023. **In the event that an exhibitor begins to dismantle their booth(s) early or does not have their booth(s) completely cleaned and cleared by the designated time, a penalty of \$150.00 will be charged. NO EXCEPTIONS.**
- **All payments are non-refundable.**

Display and Noise Rules

Every Exhibitor shall construct their booth in such a manner as not to interfere with neighboring displays. During the Show, exhibit noise levels shall be kept at a minimum, so as not to interfere with other Exhibitors. Every Exhibitor acknowledges and agrees that they are responsible for insuring that all Exhibitors have equal access to the public for the purpose of promoting their product. Further restrictions may be imposed in the sole discretion of TSRS.

Your Booth Space Includes:

- An exhibit space, 8' high backdrop, 3' side rails, (1) 8' table, 2 chairs. (Exhibitor needs to provide their own tablecloths and display materials.)
(NOTE: Reduced-price spaces, such as for non-profits, may not include the backdrops and side rails.)
- Access to the vendor snack room, which will have breakfast items (pastries, bagels, coffee) prior to 11am and snack items after 11am.
- Lunch will be provided.

No Assignment

Exhibitor shall not assign or sublease their space, or any part thereof, without the prior written approval of TSRS including, but not limited to, business cards, displays or any merchandise of a non-exhibitor.

Concessions

Food concessions must be approved by TSRS and the Josephine County Fairgrounds, and are subject to a fee of 17% of all sales paid to the fairgrounds. Alcohol consumption or sales not permitted at this event.

Vendor Information

At the entrance to both the Pavilion building and the Commercial building will be a TSRS table for vendor information, should you have questions about your booth.

Electricity

All booths will not be guaranteed access to electricity; if you need access to electricity, please make arrangements prior to August 11th, 2023, to let TSRS know you need to be placed near an electrical outlet. You are responsible for bringing extension cords and tape (cords MUST be taped down, or they cannot be used).

Wireless Internet Connection

There will be wifi available in both the Commercial Building and the Pavilion Building.

Sponsors

Companies interested in sponsoring the Southern Oregon Senior Resource Fair should contact Jamie Callahan at (541) 415-1288.

Maps/schematic

The maps provided represent an approximate layout of the booth spaces available. If you have a preference, please contact Lin Fredrickson at (541) 659-2585 or email at help@teamsenior.org.

THIS YEAR'S THEME IS:

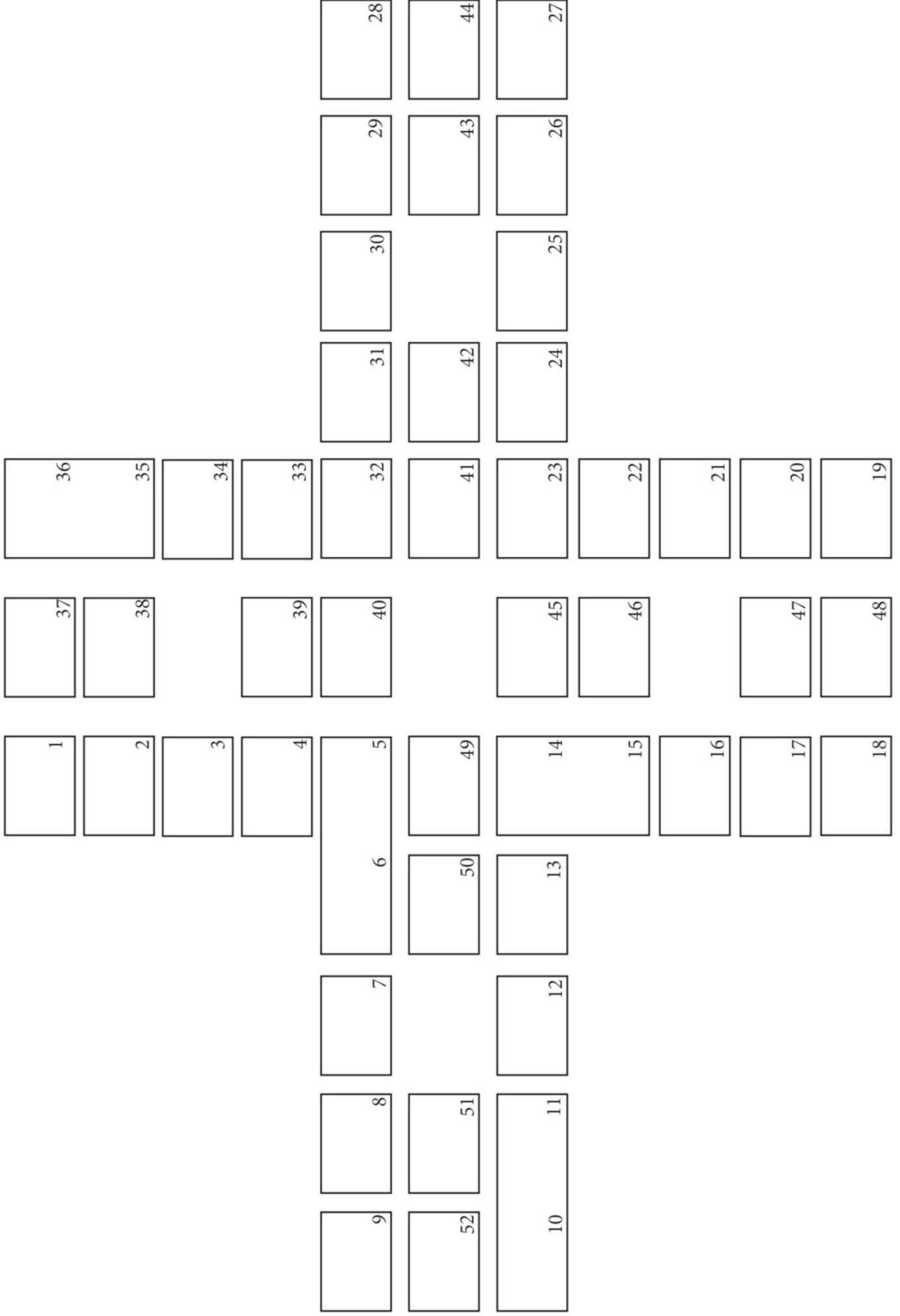
Country ^{AND} Western

Come in your best cowboy and cowgirl attire
and enter to win a Best Dressed Award!



COMMERCIAL BUILDING

CARNIVAL



MIDWAY

PAVILION BUILDING

