



Arkansas-Oklahoma State Fair

KAY RODGERS PARK
P.O. BOX 4145
FORT SMITH, AR 72914
479-783-6176
FAX 479-782-9944

AR-OK STATE FAIR
Commercial Expo Building
Sept. 22– Sept. 30, 2023

APPLICATION TO EXHIBIT
(This is not a lease agreement)

Vendor Name: _____

Contact: _____

Address: _____

City: _____ ST: _____ ZIP: _____

Daytime Phone: _____ Mobile Phone: _____

Email: _____ @ _____

Are you a returning vendor: Yes _____ No _____

References: Name of Event, Year, City, State, Phone #

1. _____

2. _____

Describe the merchandise that will be sold or displayed in the booth: (use back of sheet if needed)

NO FIREWORKS, STINKBOMBS, SPRAY STRING, OR BALLOONS WILL BE ALLOWED!!!

Booth Exhibit Space

10x10 -- \$200.00 Standard

10x10 -- \$275.00 Corner

Number of 10x10 booths requested: _____ Corner _____ Standard

****THIS APPLICATION DOES NOT IMPLY OR GUARANTEE THAT SPACE WILL BE OFFERED TO YOU. ALL QUESTIONS MUST BE ANSWERED COMPLETELY, AND ALL INFORMATION MUST BE FURNISHED BEFORE CONSIDERATION CAN BE GIVEN.**

The Arkansas-Oklahoma State Fair strives to present a variety of quality products and services to its patrons and as such reserves the right to assign space in a manner that, in its opinion, distributes those products and services throughout the park without overloading any one area with similar products.

Parking Passes: Each vendor will receive (2) parking passes for a specified area and four (4) gate passes. Additional regular parking passes are available for a fee of \$25.00 each. Additional gate passes for workers are available for \$15.00 per pass. Handicap Parking is available but must be requested with the application. Additional passes for entry and parking must be purchased in Kay Rodgers Park Office.

No alcohol, tobacco, or vaping by vendors or their employees during the Expo building hours. These items are not allowed in the building at any time.

The vendor will be responsible for table coverings, backdrops, signage, etc. Each booth will be provided with one (1) 8 ft. table and two (2) chairs for usage during the event.

Your application will be reviewed and if in the opinion of the "Association", your product or service will enhance our event, a space lease agreement will be mailed to you. **You will be given a reasonable period to comply with our instructions for returning your signed lease agreement along with your space lease payment in full. IF AFTER A REASONABLE PERIOD OF TIME, THESE ITEMS ARE NOT RECEIVED IN OUR OFFICE, YOUR LEASE SPACE WILL BE OFFERED TO ANOTHER VENDOR.**

Should space be offered, we agree to abide by the rules and regulations set forth in this application and in the Basic Vendor Rules and Information Sheet. All answers given in this application are true and accurate as of the date signed below.

Name (Please print): _____

Signature of Owner: _____

Please promptly return this application to:

Kay Rodgers Park PO Box 4145 Fort Smith, AR 72914 Attn: Marla Keady

HOURS OF OPERATION FOR EXPO BUILDING:

9-21 Thursday 2:00pm - 6:00pm (setup)

9-22 Friday 1:00pm - 3:00pm (setup) Open 4:00-9:00

9-23 Saturday 11:00am - 9:00pm

9-24 Sunday 2:00pm - 8:00pm

9-25 Monday 4:00pm - 8:00pm

9-26 Tuesday 4:00pm - 8:00pm

9-27 Wednesday 9:00am - 8:00pm (school day)

9-28 Thursday 4:00pm - 8:00pm

9-29 Friday 4:00pm - 9:00pm

9-30 Saturday 11:00am - 9:00pm (tear down can begin at 9:00pm - 10:30pm)

**Tear down at any other time must be pre-scheduled with Supt. of Building.