



Carbon County Fair Board
PO Box 1414
Rawlins, WY 82301
307-328-7811
fairgrounds@carboncountywy.gov

Dear Indoor Booth Vendor,

Please find enclosed a copy of the Rules & Regulations, as well as the Application form for the 2026 Carbon County Fair held August 1st-8th 2026. We ask that you review all the materials carefully. These rules are intended to help ensure a smooth and successful week for everyone.

Please note we have 20 spaces available, so spaces are assigned on a first-come, first-served basis. You will be notified if your application has been accepted.

Please submit two separate checks with your application:

- One check for the rental fee (10' x 10' space):
 - For Profit: **\$100**
 - Non-Profit: **\$25**
- A second check for the **\$100 deposit**, which will be returned at the close of the fair in accordance with the Rules & Regulations.

Vendor set up will take place **Monday, August 3rd from 9:00 am to 1:00pm only**—no exceptions. Vendor teardown will begin **Saturday, August 8th at 1pm**. Early departure will result in forfeiture of the deposit.

If you have any questions, please call the Fair Office at 307-328-7811. Thank you again for your interest in participating in the Exhibit Hall.

Sincerely,

Micayla Maloney

Carbon County Fair Board Admin

CARBON COUNTY FAIR RULES AND REGULATIONS INDOOR VENDORS

1. Selling and displaying of wares or information will be permitted only in the area rented. Any extra attractions will require additional space to be rented. If exhibit expands past 10'x10' space, exhibitor will be asked to move it. If a second offence occurs, exhibitor shall forfeit their deposit.
2. A fee of **\$100** (for profit) or **\$25** (non-profit) and a **\$100 refundable deposit** will be required and must accompany application and agreement. Spaces are awarded on a first-come, first-served basis. The fair management will assign spaces, and you will be notified after July 1, 2026, of your assignment.
3. After set up on August 3rd, **you are not permitted to remove your exhibit until 1pm on August 7th**. Any participant that removes their exhibits prior to the release time shall lose their deposit.
4. All items must be promptly removed from the fairgrounds at the close of the fair. Items left on fairgrounds will become the property of the Fair Association.
5. Inside booth space (10'x10') is sectioned off with 4' high pipe and drape. The Fair will provide each space with one table and two chairs. Exhibitors are required to provide any additional needs for their booth, including power cords.
6. Night security is provided by the Fair Board, and every reasonable care will be taken to protect exhibits. However, the Fair Board assumes no responsibility for injury to any individual or for loss or damage to any property belonging to any firm or individual while said property is being exhibited and/or sold at the Carbon County Fair.
7. Operators are responsible for reporting any sales tax on items sold.
8. Operators will be allowed to unload and load equipment during the set up and take down times. No one will be allowed to move in and out each day.
- 9. No parking will be allowed around the buildings during the fair.**
10. All operators are required to keep their area in a neat and sanitary condition, and they must help monitor the areas for trash.
11. The management will use every precaution to guard against extortion practiced upon the patrons of the fair. Any extortion practiced by a concessionaire or exhibit book renter will cause forfeiture of all money paid, and the expulsion from the fairgrounds.
12. All rules and regulations written or verbally set by fair management must be followed and failure to comply will result in a refusal of space at all future fairs.
13. You are responsible for your own Wi-Fi, if that is necessary.
14. No vendor camping will be allowed on the fairgrounds.

Set Up Time: Monday, August 3rd from 9am-1pm. No Exceptions!! If you are not here at that time, you will lose your space.

Release Time: Friday, August 8th at 1pm.

You may be open at any time you wish. The Exhibit Hall will be open the following hours:

Monday: 2pm-7pm

Tuesday, Wednesday, Thursday: 10am-7pm

Friday: 10am-1pm

