

**Socorro County Extension**  
**198 Neel Ave. NW**  
**Socorro, NM 87801**

March 1, 2008

Dear Vendors and Organizations,

The Socorro County Extension Service is working with the Socorro County Fair and Rodeo Association to assist in helping to organize vendors at the Socorro County Fair, August 28-30, 2008. The Socorro County Fair and Rodeo Association is striving to increase public awareness and availability, so times for displays in Kelly Hall will remain the same. Please make a note of the display setup and breakdown times, and the times that the building will need to be open to public.

We have provided a complete set of guidelines for indoor exhibitors and a contract with which you may complete for the 2008 fair. Please submit your contract and payment to the Socorro County Extension office by August 1, 2008 to reserve a booth space.

We will reserve the booth spaces for the vendors and organizations that attended last year. However if they fail to turn in their money and contract by August 1, 2008; the booths not reserved will be open to the contracts and money paid on a first come first taken basis.

The Socorro County Fair and Rodeo Association and the Socorro County Extension Office would like to thank you for your support of the Socorro County Fair. Mail your contracts and check or money order to:

Socorro County Extension  
198 Neel Ave. NW  
Socorro, NM 87801

Any questions feel free to contact Janice Bernal @ 575-835-0610 or email [socorro@nmsu.edu](mailto:socorro@nmsu.edu).

Sincerely,

*Janice Bernal*  
Janice Bernal

**Socorro County  
Fair & Rodeo Association**

Rules and Regulations for Kelly Hall

1. Kelly Hall will be open to the public during these hours:
  - Thursday, 1:00 pm – 8:00 pm
  - Friday, 10:00 am – 8:00 pm
  - Saturday, 10:00 am – 8:00 pm
  - Sunday Clean up and break down

Kelly Hall will be locked after public hours with limited access.
2. **NO ONE WILL BE ALLOWED TO TAKE DOWN A BOOTH DURING PUBLIC HOURS!!!**
3. Exhibits will be displayed for the duration of the fair, Thursday –Saturday. If Exhibitor is not participating the duration of the fair, set-up and breakdown must take place before or after hours to the general public.
4. Set-up times for Kelly Hall: (Exhibitors only permitted in Kelly Hall)
  - Thursday, 9:00 am – 1:00 pm
  - Friday, 9:00 am – 10:00 am
  - Saturday, 9:00 am – 10:00 am (Early Release at 8:00 pm – 9:00 pm)
  - Sunday Clean up and break down
5. Booth Exhibitors will be responsible for booth and contents at all times. The Socorro County Fair & Rodeo Assoc. is not liable for loss or damage.
6. Booth Space will be 10' X 10'. Spaces will be marked and numbered.
7. Booths will be rented for **\$65.00** each. Limit 2 spaces, and no half spaces rented.
8. Payment in full for space(s) is required when contract is submitted.
9. Skirting or enclosing the booth space is the responsibility of the person or organization renting the space(s). Exhibitors must furnish their own tables and chairs.
10. Exhibitors will be responsible to police and maintain around their booth. The building will be swept once a day by the maintenance crew.
11. Selling of products is authorized. Drawings are permitted. Non-Profit organizations will be allowed to sell raffle tickets from their booth in Kelly Hall with the approval of the Board of Directors. Applications may be made in writing to:
  - Socorro County Extension
  - 198 Neel Ave. NW
  - Socorro, NM 87801
12. Food and beverage may be sold from concession. The food concession must have a current food permit. Permit must be displayed with the concession and a copy submitted to Fair personnel. No open flames or electric grills will be allowed in Kelly Hall, microwaves permissible.
13. No drugs, alcohol, or sexual related merchandise will be displayed or sold. Final judgment made by Socorro County Fair and Rodeo Association.

**SOCORRO COUNTY FAIR AND  
RODEO ASSOCIATION**  
EXHIBITOR CONTRACT KELLY HALL

Return Contracts to:  
Socorro County Extension  
198 Neel Ave.  
Socorro, NM 87801

Subject to rules and regulations governing exhibitors, undersigned exhibitors hereby purchase and lease booth space(s) from the Socorro County Fair and Rodeo Assoc. Inc. Socorro, NM for which exhibitor agrees to pay the sum of **\$65.00** per space as rent, upon the acceptance of this contract by the Socorro County Fair and Rodeo Assoc. Inc.

Reservation(s) for space(s) shall be binding upon the Socorro County Fair and Rodeo Assoc. Inc. Only if the contract is properly signed and the amount paid in full, is received at this office.

All Exhibits must be in place and ready to show no later than Friday Aug. 29, 2008 before 9:00 am and be in place until 8:00 pm Saturday Aug. 30, 2008.

EXHIBITOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

Please list all food\* or other items to be exhibited:  
\*\* Must have current food permit; submit a copy with this contract.

It is hereby agreed that the exhibitor cannot cancel this contract whether or not equipment is placed on exhibit in space(s) contracted for.

Exhibitor agrees not to sublet or assign any portion of contracted space with out consent of the Socorro County Fair and Rodeo Assoc. Inc.

It is agreed that no deviation from or alteration of this contract is authorized, or shall be assumed to be authorized, except when authorization is given in writing by an officer of the Socorro County Fair and Rodeo Assoc. Inc.

By: \_\_\_\_\_  
Exhibitor

By: \_\_\_\_\_  
Officer of the Socorro County  
Fair & Rodeo Association, Inc.

This contract is not effective until an officer signs it. No agent is authorized to alter this contract.