

# Central Oregon Farm Fair and Trade Show

850 NW Dogwood Lane, Madras, Oregon 97741

541-475-7107

December 22, 2011

Dear Friends,

The 32nd Annual Central Oregon Farm Fair and Trade Show will be held Wednesday and Thursday, February 1 and 2, 2012 at the Jefferson County Fairgrounds. We will have a mix of educational programs and a trade show. The educational programs will be in the Maccie Conroy Building with trade show exhibitors in the adjacent Keeney Building.

Please consider being an exhibitor at the Trade Show. The show is a great opportunity to market your products and services. Our main focus is on Central Oregon farmers and ranchers, but we do get a wide variety of people who attend. Exhibit hall spaces will be limited to 30 exhibitors and the outside area limited to 4 exhibitors. The exhibit hall will include curtain dividers, 6'x3' table, chairs, wireless internet, electricity and overnight security. You may want to bring extension cords, table coverings, display boards, etc. Last year we had a full house of 33 exhibitors; this year will be on a first come first serve basis.

Exhibits can be set up from 1:30 to 6:00 p.m. on Tuesday, January 31. The exhibits will be available to those attending the Farm Fair from 9:00 a.m. to 5:00 p.m. on Wednesday, and 9:00 a.m. to 4:00 p.m. on Thursday. We ask that disassembly of displays not begin prior to 3:30 p.m. on Thursday.

If you plan on participating in the Farm Fair, please help promote the event in your other business advertising.

Exhibitor rates are:	<b>Exhibit Hall (8' x 10')</b>	<b>\$140.00</b>
	<b>Non-Profit Organizations – Static Display</b>	<b>\$ 40.00</b>
	<b>Outside Area (near Exhibit Hall)</b>	<b>\$110.00</b>

Another option, if you do not wish to be an exhibitor, would be a \$100.00 refreshment sponsorship that covers expenses for cookies and drinks throughout the day or a \$200.00 lunch/general sponsorship that covers lunch and general expenses for the two days. You will be recognized as sponsors. Refreshment sponsors will be listed on banners where the refreshments are served, while lunch/general sponsors will each have a large banner in the meeting room to honor their contribution.

Sponsorship rates are:	<b>Refreshment Sponsor</b>	<b>\$100.00</b>
	<b>Lunch/General Sponsor</b>	<b>\$200.00</b>

Sincerely,

Marvin Butler  
Extension Crop Scientist

I would like to reserve the following Exhibit Space or be included as a Sponsor:

_____ Exhibit Hall (8' x 10')	\$140.00 each	_____
Space(s) (Keeney Building)		
_____ Non-Profit – Static Display (8' x 10')	\$40.00 each	_____
Space(s) (Maccie Conroy)		
_____ Outside Area	\$110.00 each	_____
Space(s) (near Exhibit Hall)		
_____ Refreshment Sponsor	\$100.00	_____
_____ Lunch/General Sponsor	\$200.00	_____

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Your check will reserve your exhibit space on a first come first serve basis.

**Make checks payable to:**  
**Central Oregon Farm Fair**  
**850 NW Dogwood Lane**  
**Madras, Oregon 97741**  
**(541-475-7107)**