2026 PUTNAM COUNTY AGRICULTURAL FAIR
COMMUNITY, COMMERCIAL & GOVERNMENT EXHIBITS

The Following PAGES are FOR YOU TO KEEP

ENTRY DEADLINE: December 1, 2025 by 5pm, to the Fair Office, if you want to renew your space from last year. This allows time to fill your slot, if not returning.

SETUP DATES & TIMES: **Mon., Mar 9**– Thurs., **Mar 19, 2026** from 8:30am-8pm
**** MUST BE COMPLETED BY THURS @ 5PM! ****
If you need to make special arrangements for additional times, please email putfair@gmail.com

JUDGING: March 20th, during Fair operating hours.
Theme: **"Stars, Stripes & Fairground Lights"**

REMOVAL: Sunday, **March 29, 2026**, 8:30am-8pm
Or Monday, March 30,2026 8:30am-8pm

CONTACT: For more information, please email the fair office at **putfair@gmail.com**

Community Booths

These Booths are open to Non-Profit, Not-for-profit Organizations and private schools in Putnam & St. Johns Counties. These exhibits will embrace the community services benefitting area residents from a variety of settings including home, community, school and club activities.

Commercial Booths

These Booths are open to all commercial businesses, as space permits on a first come first served basis with priority given to past years' exhibitors and sponsors.

Government Booths

These Booths are open to all governmentally operated agencies, public schools and political candidates. These exhibits are to represent the public services and activities provided which benefit area residents.

Rules & Regulations for Exhibits

Fair will be open Friday, March 20, thru Saturday, March 28, 2026, for a total of 9 days.

DAILY HOURS: (Please Note Times as indicated below.).

Friday	Fair Opens to the Public	5:00 P.M.
Saturday	Fair Opens to the Public	12:00 P.M.
Sunday	Fair Opens to the Public	12:00 P.M.
Monday	Fair Opens to Public	5:00 P.M.
Tuesday	Fair Opens to Public	5:00 P.M.
Wednesday	Senior Citizens Day - Gate Opens	10:30 A.M.
	* Your booth being manned is optional.	The exhibit hall WILL be open during this event.
	Senior Day Program in Pavilion 1	12:30 P.M. – 1:30 P.M.
	Fair Opens to the Public	5:00 P.M. * Booth must be open at 5pm.
Thursday	Fair Opens to Public	5:00 P.M.
Friday	Fair Open to Public	5:00 P.M.
Saturday	Fair Open to Public	12:00 P.M.
EXHIBIT Closing	Mon - Sat, 10:00 P.M.. Sun 8:00 P.M.	
MIDWAY Closing	Mon - Sat, 11:00 P.M.. Sun 9:00 P.M.	

1. We request that you staff your booth during the normal operating hours, as stated above, in order for you to have optimum exposure. **Please also consider staffing your booth on Senior Citizens Day, Wednesday** of the fair (as listed above) starting at 10:30 am until 3:00 P.M.

2. Any Business or Organization, which sells product or raffle tickets, must supply a **General Business Liability Insurance Policy with the Putnam County Fair Authority, Inc. as additional insured.**
3. Any Business or Organization, which sells product or raffle tickets, must supply **a Sales Tax Certificate or a Tax Exempt Certificate** as it applies to your business.
4. Exhibitor cannot sublet their space. All rentals must be handled through the Fair Office.
5. EXHIBIT BUILDINGS will be open as follows for SET UP of display booth(s):
   Monday, March 9th-19th from 8:30am-8pm
   ***Thursday, March 19, will be the last day for vehicles to be driven inside the gates without a pass.**
6. All exhibits MUST be in the building and completed for display NO LATER than 5:00 P.M., the day prior to the fair opening, unless exception has been given by management.
7. **EXHIBIT may not be moved from the grounds until Sunday**, the day after the fair, from 8:30am-8:00 p.m. All exhibits must be removed by 8:00 p.m. on Monday after the Fair ends. Any materials left may be sold to cover cleanup costs.
8. **Booths will be judged opening Friday night, during Fair operation hours**
9. Exhibitors are responsible for delivery of their supplies before and during the fair.
10. Security will begin on the Wednesday prior to the start of the Fair and remain in force until the Monday morning following the close of the Fair.
11. Rights are reserved to inspect, at any time, any show, concessions booth, stall or animal on the grounds.
12. Exhibitors showing or offering any article for sale will be considered commercial and will be charged as such according to rates set by the Board, and as listed on the application page.
13. Inside and Outside Exhibitors are responsible for building siding and backing for your booth. Each exhibitor will be responsible for furnishing materials for construction of display racks, shelves, etc.
14. Exhibitors will be responsible for their own tables and chairs if needed.
15. No crates, barrels or packing boxes will be permitted to remain within exhibit areas after the contents have been removed.
16. **NO standing in walk ways to solicit for signatures or to sell any merchandise. NO Walking around the exhibit building or outside of the exhibit building to sell or solicit. These activities must be done from inside your exhibit space**
17. **NO** Tables, Chairs, Coolers, or other items will be allowed in walk ways.
18. Exhibitors are responsible for cleaning their exhibit area.
19. ALL equipment that produces sound must be kept at a **non-disturbing** noise level.
20. Each REGISTERED Exhibitor is required to check-in at the Fair Office, between **Monday, March 16, and Thursday, March 19, 2026, 10am-5pm**, **to pick up Exhibitor information and entry passes.** Please assign ONE person to pick up the packet. **Each person that works your booth MUST HAVE AN ENTRY PASS daily** or else they will have to pay admission to enter! The fair office will NOT hold entry passes for you. Please hand them out ahead of time.
21. REFUNDS for cancellations will NOT be issued after Monday, **February 1, 2026.**
22. The Fairgrounds is a Non-smoking facility. Please limit your smoking to outside the fences of the grounds. This includes e-cigarettes.
23. **Pet Policy** – we understand that you may travel with your pets. Pets must be secured inside your camper/vehicle/trailer at all times unless walking your pet. When walking your pet it must be held on a leash at ALL times then returned to your camper immediately. At NO time should your pet be wandering around outside or left on a leash unattended. Walking your pet should be limited to non-public areas of the Fair. You must pick up and properly dispose of any animal waste.
24. **Safety** – At any time, due to any mandates by government officials, additional social, safety or health practices may be required. You will be notified if additional procedures are in place and/or required.

Judging Standards

Booth judging will be based on the point system as follows:

1. Presentation - Draws attention, visually appealing, original idea/uniqueness, creativity demonstrated, effective use of space — 30 points
2. Workmanship - Effort put forth, Cleanliness/neatness — 25 points
3. Theme incorporated – **"Stars, Stripes and Fairground Lights"** — 25 points
4. Informative / Engaging - Samples, marketing material used, promotes decision and action — 20 points

Awards

Community Booth – 1st & 2nd – Large Rosette Ribbon
Commercial Booth – 1st & 2nd – Large Rosette Ribbon
Government Booth – 1st & 2nd – Large Rosette Ribbon

One award to the overall Most Creative/eye catching booth – Large Rosette Ribbon