

### Directions -

Portland Agricultural Fair  
Portland Exchange Club Grounds  
1348 Main Street (Rte 17-A)  
Portland

Route 9  
Exit 16  
Head over the bridge into Portland  
Continue straight on Main Street (about 3 miles)  
Fairgrounds are on the left

OR

Route 2 East  
To Route 17  
Right on Route 17-A  
Fairgrounds are on the right

WEB-Site - [www.portlandfair.com](http://www.portlandfair.com)

### Set-up Times -

We will be on the fairgrounds the week of September 27th. We invite you to start setting up early in the week. The fire marshal will be around inspecting tents on Thursday and Friday. You must have your tent setup before this time and must have your entire stand ready for vending by Friday October 1<sup>st</sup> at 3PM - no later.

Food Vendors - The health inspector will be letting you know when he will be performing his inspections. This will take a while. Patience will be appreciated. All vendors must be present during his inspection.

### Break down -

You may start breaking down your area at 6:00 p.m. Sunday, October 3, 2021. NO EARLIER! All concessions must be removed completely by Monday, October 4, 2021, 6:00 p.m.

### Trash -

You are responsible for maintaining the cleanliness of your booth. We will provide a Dumpster and recycle area. It is your responsibility to make sure your trash ends up in the appropriate container.

### Fair Passes -

Your worker passes can be picked up at set-up time. **Everyone needs a pass or must pay FULL gate admission.** As stated in the initial application letter: Rental fee includes 12 single day passes. Up to 4 additional single-day vendor passes may be purchased for \$7.00 per pass. **Note: if you need to leave passes at the gate for your workers, please let me know when you arrive at setup time.**

### Vendor Parking -

Due to lot conditions, you will be told where the vendor parking is located at setup time. Fair personnel will be there to direct you and signs will be posted. Parking passes will be distributed at set-up time. **Each vendor will receive 2 parking passes.** Space is limited. Without a pass, workers must park in the general lot.

### Fair Hours -

Friday 5:00 PM-11:00 PM / Saturday 10:00 AM-10:00 PM / Sunday 10:00 AM-6:00 PM